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ABSTRACT

This guide to language courses in polytechics and similar institutions in England is designed to help the student plan his language course in higher education. A suggested way of using the information in the guide is to plan the course with the aid of a flow-chart and then to find out from the index which polytechnics and colleges are offering this type of course. For each institution the following information is presented: (1) course title, degree level, course type, and duration; (2) course structure and options available (all relevant subjects); (3) language, level, start level, weekly hours, duration and finishing level; (4) entry requirements; (5) study or work abroad, course length and type, and supervision arrangements; and (6) aim and content of language components, special vocational arrangements, and typical careers entered by successful students. (SW)

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Standing Conference of Heads
of Modern Languages in
Polytechnics and other Colleges (SCHML)

A guide to language courses in polytechnics and similar institutions

T 810210

Centre for Information on
Language Teaching and Research (CILT)

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INTRODUCTION

This booklet has been designed to guide you through the complex range of courses in languages and to help you to find the course of your choice in higher education. Most polytechnics and advanced colleges have contributed information and a list of all these institutions can be found on the page opposite.

A suggested way of using the information in this book is to plan your course with the aid of the flow-chart on pages 2/3 and then to find out from the index which polytechnics and colleges are offering this type of course. You can then write directly to the head of department of languages for further information.

Remember that this guide can only outline the type of course you are seeking: most institutions will have their own particular approach to the combination of subjects offered and courses which are classed under one heading may vary greatly from one college or polytechnic to another. Common to most courses, however, are an emphasis on contemporary language and, as a reinforcement of this, a period of residence abroad.

Entry requirements will vary with the type of course but, as a general rule, you will need two 'A' level passes to be admitted to a degree course, and one 'A' level pass for a diploma course. Other qualifications, such as an OND or Institute of Linguists Grade 2, would be looked upon favourably.

Whether you are just leaving school, or already studying at a college, you can start planning your language course in higher education. You may be confident that you will meet in the polytechnics and advanced colleges people like yourself who have made the decision to gain a higher qualification on a course which has been planned with you, the student, in mind, and which will give you the best opportunity to realise your potential in foreign language study.

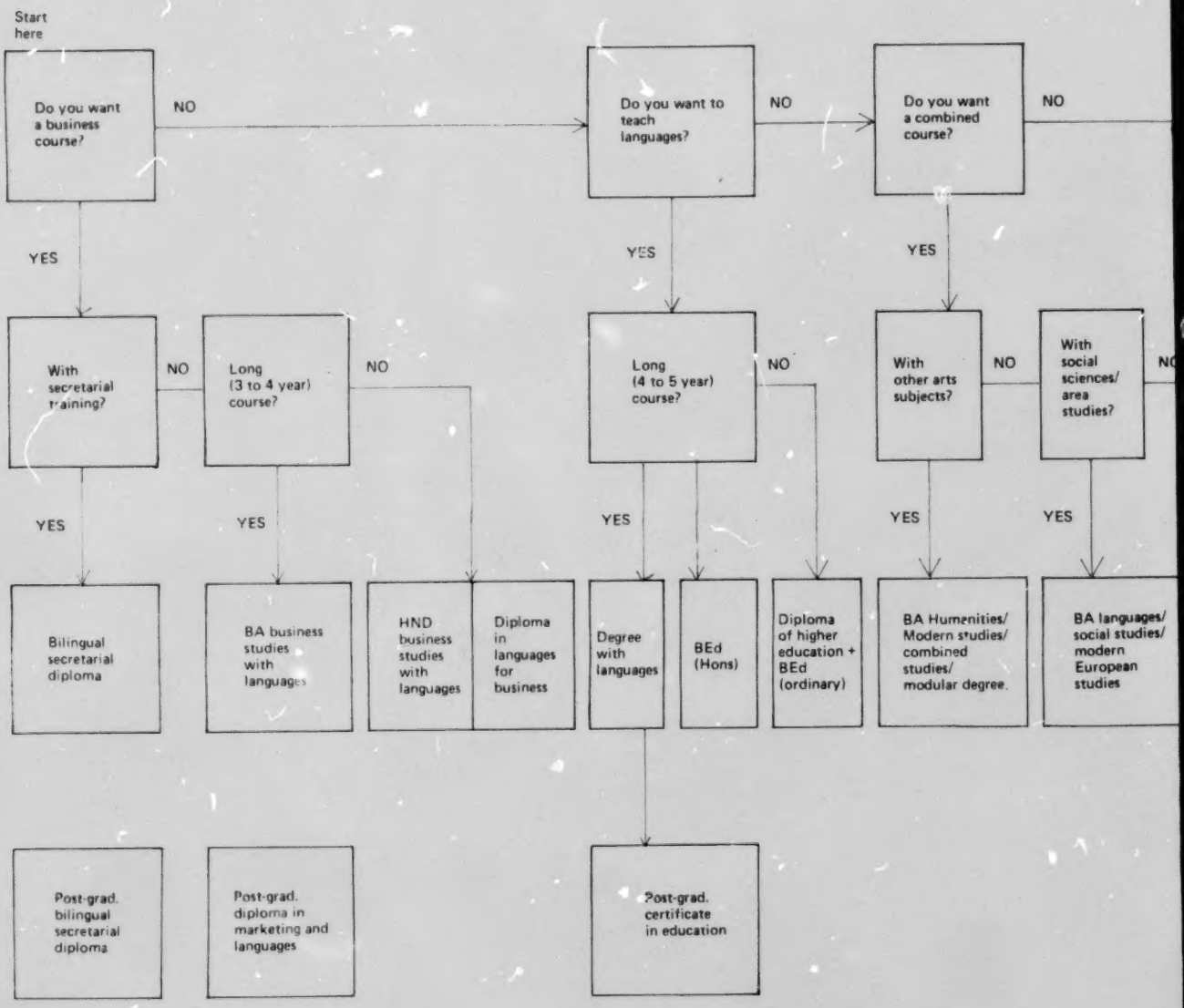
Key to headings
For the sake of conciseness, numbers have been used to denote headings throughout the guide. These are as follows:

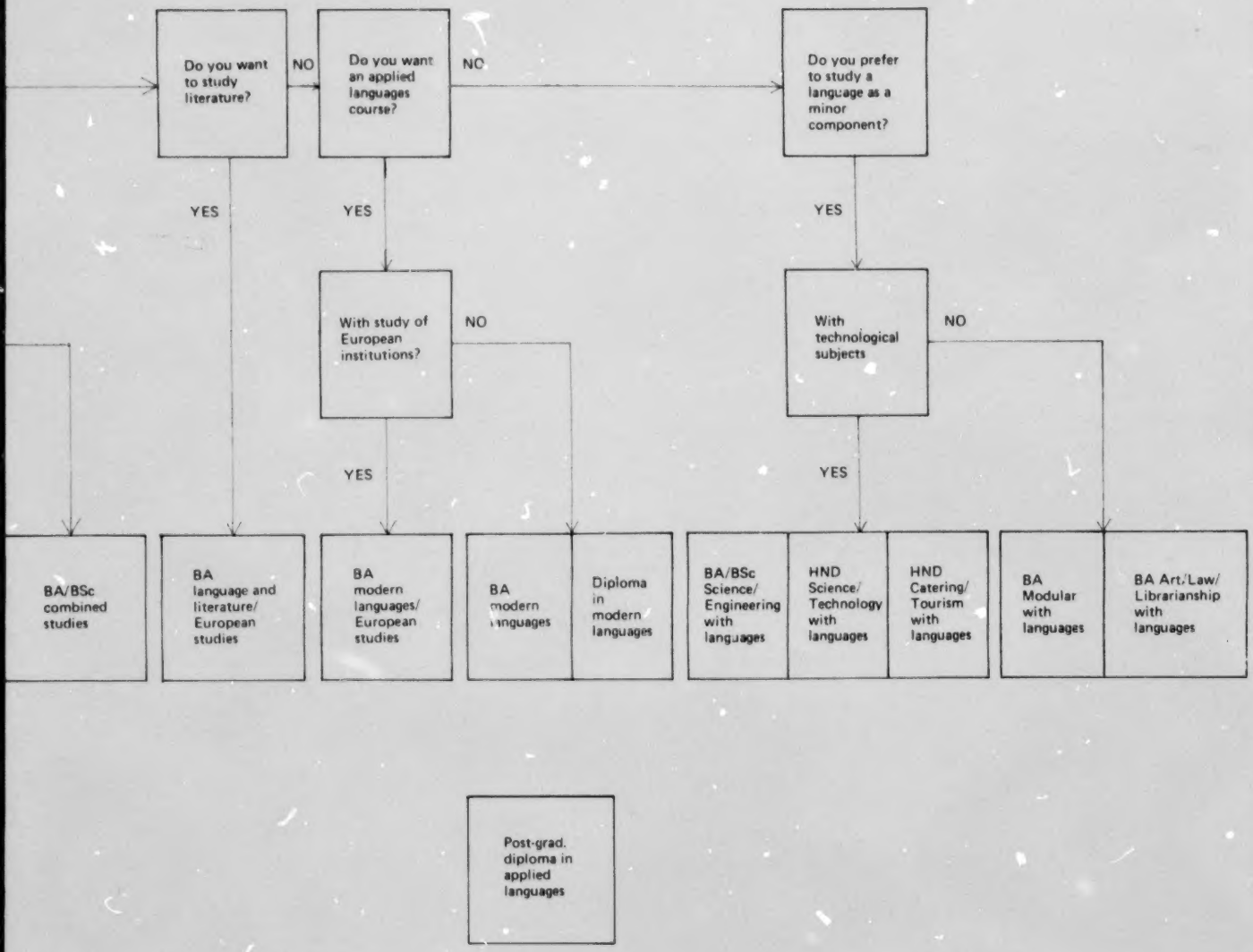
1. i. Course title ii. Degree level iii. Course type iv. Duration
2. Course structure and options available (all relevant subjects)
3. i. Language ii. Major/subsid iii. Start level iv. Weekly hours v. Duration vi. Finishing level
4. Entry requirements
5. i. Study or work abroad ii. Course length and type iii. Supervision arrangements
6. i. Aim and content of language components ii. Special vocational arrangements iii. Typical careers entered by successful students.

The Editors wish to record their thanks to Mrs Pauline Busby of the Department of Language Studies, Lanchester Polytechnic, for help in the compilation of the data.

H A Hurren (Lanchester Polytechnic)
J W Coutts (Buckinghamshire College of Higher Education)
B S Fitzjohn (Birmingham Polytechnic)

FLOWCHART


Start here
Do you want a business course?
NO
YES
With secretarial training?
NO
Long (3 to 4 year) course?
NO
YES
YES
Bilingual secretarial diploma
BA business studies with languages
HND business studies with languages
Diploma in languages for business
Post-grad. bilingual secretarial diploma
Post-grad. diploma in marketing and languages
Do you want to teach languages?
NO
YES
Long (4 to 5 year) course?
NO
YES
Degree with languages
BEd (Hons)
Diploma of higher education + BEd (ordinary)
Post-grad. certificate in education
Do you want a combined course?
NO
YES
With other arts subjects?
NO
With social sciences/ area studies?
NO
YES
YES
BA Humanities/ Modern studies/ combined studies/ modular degree.
BA languages/ social studies/ modern European studies


Do you want to study literature?
NO
Do you want an applied languages course?
NO
Do you prefer to study a language as a minor component?
YES
YES
YES
With study of European institutions?
NO
With technological subjects
NO
YES
YES
BA/BSc combined studies
BA language and literature/ European studies
BA modern languages/ European studies
BA modern languages
Diploma in modern languages
BA/BSc Science/ Engineering with languages
HND Science/ Technology with languages
HND Catering/ Tourism with languages
BA Modular with languages
BA Art./Law/ Librarianship with languages
Post-grad. diploma in applied languages

(A)

1.i. **HND Business studies** iii. Full-time iv. 2 yrs
Sandwich 3 yrs

2. Yr 1: economics, business accounts, maths, law, marketing 1, behavioural studies
+ either computer studies or F, G, I, P, S
Yr 2: applied economics, organisational studies
+ wide range of options eg statistics, advertising, purchasing, transport
+ F, G, I, P, S

3.i.		ii.	iii.	iv.	v.	vi.
	F	Subsid.	Post-'A' level	4	2 yrs	Sub-degree level
	G	Subsid.	Post-'A'/'O' level	4	2 yrs	Sub-degree level
	I	Subsid.	*Ab init*	4	2 yrs	'A' level
	S	Subsid.	Post-'A'/'O' level	4	2 yrs	'A' level/sub-degree
	P	Subsid.	*Ab init*	4	2 yrs	'A' level

4. 5 GCE passes including 1 at 'A' level, and maths, or ONC.

6.i. 4 hrs per wk for 2 yrs.
Economics, history and geography in FL commercial correspondence.
High standard of spoken proficiency attained within business studies axis.
ii. Admin, finance, marketing, personnel management, public service.
iii. Vocational training leading to junior managerial positions. Marketing executives.

(B)

1.i. **Dip. in FLs for business** iii. Full-time iv. 3 yrs

2. 3 yr, full-time, 1 term spent abroad. 5 study areas to be chosen from 6.
1st 2 study areas compulsory. SA 1: 1 main lang. from F, G, R, S; SA 2: business organisation + economics;
SA 3: 1 main lang. from F, G, R, S; SA 4: 1 subsid. lang. from G, I, P, R, S; SA 5: secretarial studies;
SA 6: further business studies.

3.i.		ii.	iii.	iv.	v.	vi.
	F	Mjr	'A' level	4	3 yrs	Not specified
	G	Mjr or subsid.	*Ab init*, 'O', 'A' level	4	3 yrs	Not specified
	R	Mjr or subsid.	*Ab init*, 'O', 'A' level	4	3 yrs	Not specified
	S	Mjr or subsid.	*Ab init*, 'O', 'A' level	4	3 yrs	Not specified
	P	Subsid.	*Ab init*, 'O' level	4	3 yrs	Not specified
	I	Subsid.	*Ab init*, 'O' level	4	3 yrs	Not specified

4.i. 5 GCE passes including 2 at 'A' level, 1 of which must be in the FL.
ii. 4 GCE passes including 3 at 'A' level, 1 of which must be in the FL.

5.i. The course includes obligatory study/work abroad.
ii. 3rd term of the 2nd year. Placement or study as approved.
iii. None, but all students prepare a mjr project (*c* 6,000 words) in E with foreign summary of aspects of the place in which they are resident abroad.

6.i. To equip the student with a high standard of proficiency in written and spoken lang. to study relevant aspects of the life, culture and institutions of countries whose lang. he is studying.
ii. To educate the student for a career in a public or private organisation, whose business is international, or which has international connections.
iii. Secretaries, personal secretaries to management personnel, civil service, foreign and commonwealth office, customs and excise, EEC institutions, translation departments of firms at home and abroad.

(C)

1.i.	**BA Librarianship**			ii. Hons/ Non-hons	iii. Full-time	iv. 4 yrs
2.	Ancillary FL studies in F, G or R.					
3.i.	F	ii. Ancillary	iii. 'O' (but not 'A' level)	iv. 2	v. 4 yrs	vi. Post-'A' level
	G	Ancillary	'O' or 'A' level	2	4 yrs	Post-'A' level
	R	Ancillary	*Ab init*	3	4 yrs	Post-'A' level

4. As above.

6.i. To equip students with a working knowledge of the lang. and country concerned such as to enable them to handle FL material in the course of their professional careers.

iii. Librarianship.

(A)

1.i. **HND Business studies** **iii.** Full-time **iv.** 2 yrs

2. 5 subjects chosen by student from relevant list, F being 1 option given.

3.i. F **iii.** 'A' level **iv.** 3 **v.** 2 yrs **vi.** Pass degree

4. 'A' level in F

6.i. To improve written and spoken ability and to relate lang. and background knowledge to business needs.
iii. Banking, tourism, insurance, representation.

(B)

1.i. **HND Hotel and catering admin.** **iii.** Sandwich **iv.** 3 yrs

2. 4 terms at Polytechnic, 2 terms placement, last year in Polytechnic. F can be 'elective' subject in finals, ie 1 of 5 to be externally assessed and counting 20% of final marks.

3.i. F **ii.** Subsid. **iii.** 'O' or 'A' level **iv.** 3 **v.** 3 yrs **vi.** HND
or
I Subsid. *Ab init* 3 3 yrs Working knowledge

4. As above.

5.i. Possibility of 2 term placement abroad as part of course.

6.iii. Hotel work—tourism.

(C)

1.i. **B Ed** ii. Hons/ non-hons iii. Full-time iv. 4 yrs

2. B Ed Hons (4 yrs))
B Ed Ordinary (3 yrs)) F mjr component
B Ed In-service (1 yr))

3.i. F iii. 'A' level or equivalent iv. 7 v. see 2 above vi. Degree

4. Normal degree requirements: 'A' level in F.

5.i. 1 yr as assistant *or* 1 term university *or* 6 week exchanges.

6.iii. Primary and secondary school F teaching.

(D)

1.i. **BA Librarianship with ML study** ii. Non-hons iii. Full-time iv. 3 yrs

2. Librarianship subjects, 60% time allocation with F studies or G studies or R studies, 40% time allocation.

3.i.						
F	ii. Mjr	iii. 'A' level	iv. 5	v. 3 yrs	vi. Degree
G	Mjr	'A' level	5	3 yrs	Degree
R	Mjr	*Ab init*	5	3 yrs	Degree

4. Normal degree requirements with appropriate 'A' level in F or G.

5.i. 2 week study session in libraries in appropriate country.
ii. 2 weeks in various chosen libraries.

6.i. To perfect lang. skills and relate them to needs of a librarian through contextual studies.
ii. To fill needs of libraries with growing FL stocks.

(A)

1.i. **HND (international marketing and langs)** iii. Full-time iv. 2 yrs

2. From: economics, accounting, law, structure of business, statistics, behavioural science, marketing, personnel administration, data processing
+ 1 *or* 2 langs may be studied from F, G, S.

3.i. F, G/S ii. Mjr iii. 'A' level iv. 4 v. 2 yrs vi. HND IOL inter dip.

4. As laid down by the Joint Committee.

5.i. The course includes optional period of study abroad.
ii. 3 to 4 weeks at beginning of yr 2.
iii. Foreign college responsible.

6.i. Lang. study based on study of political, economic + commercial aspects of countries concerned.
ii. Commercial/industrial.
iii. Management (eg sales) of organisations with European interests.

(B)

1.i. **HND Food technology** iii. Sandwich iv. 3 yrs

2. Chemical and biological sciences; microbiology + hygiene; mathematical and applied physical sciences; process engineering; food processing including food quality; business organisation.
Options: a FL or environmental studies.

3.i.		ii.	iii.	iv.	v.	vi.
	F	Option	Post-'O' level	2	3 yrs	'A' level (IOL grade 2)
	G	Option	*Ab init*	2	3 yrs	'O' level (IOL grade 1)
	S	Option	*Ab init*	2	3 yrs	'O' level (IOL grade 1)

4. As normal for HND course.

6.i. To provide students with working knowledge of the lang.
ii. See course title.

(C)

1.i. **BA MLs** ii. Non-hons iii. Full-time iv. 4 yrs

2. 2 main FLs studied in all 3 college-based yrs.
Complementary studies:
Yr 1: introduction to the study of lang; history.
Yr 2: economics and politics.
Yr 4: *either* comparative politics *or* international economic relationships.

3.i.	ii.	iii.	iv.	v.	vi.
F	Mjr	'A' level	Yr 1: 6	3 college-based years	Degree
G *or*	Mjr	'A' level	Yrs 2 and 4: 6⅔		
S	Mjr	'A' level *or* good 'O' level			

4. An 'A' level pass of suitable grade in each lang. to be studied. Exceptionally, a good 'O' level pass in S will be considered. Otherwise, the normal entry requirements for entry to a degree course apply.

5.i. The course includes obligatory periods of study or work abroad.
ii. 2 periods of 4 to 5 months duration in each of the countries of the main lang. studied. Work situation or study as preferred or available.
iii. At least 1 staff visit during each period, together with arrangements made with firm and educational establishment abroad.

6.i. To achieve a high level of oral and written competence in 2 FLs.

(D)

1.i. **BA Law** ii. Hons/Non-hons iii. Full-time iv. 3 yrs

2. Selected aspects of law:
Yr 1: foundation year; the English legal system; constitutional law; contract + tort.
Yrs 2 and 3: law (contd) + either accountancy, economics, sociology or F.

3.i.	ii.	iii.	iv.	v.	vi.
F	Option	'A' level	4	Yrs 2 and 3	Degree (subsid)

4. As for normal degree course.

6.i. To provide an option which gives the student substantial insights into the political, economic and social life of France, with particular reference to the F (+ EEC) legal system.
ii. The law.

(E)

1.i. **Diploma for bilingual secretaries (post-grad)** — iii. Full-time — iv. 1 yr

2. Shorthand, typewriting, structure of business, office practice,
+ any 2 from: F main; F subsid; G main; G subsid; S main; S subsid; P subsid; business studies
+ options in F, G + S shorthand.

3.i.	F/G/S	ii. Mjr	iii. Main degree subject	iv. 3	v. 1 yr	vi. RSA dip. + IOL final
	F/G/S/P	Subsid.	Subsid. degree subject	3	1 yr	RSA cert/dip + IOL inter/final

4. Degree in lang(s).

6.i. Economic + commercial dimensions as appropriate vocationally.
ii. Secretarial.

(F)

1.i. **Dip. for bilingual secretaries (post-'A' level)** — iii. Full-time — iv. 2 yrs

2. Yr 1: F and G (or S); shorthand; typewriting.
Yr 2: F and G (or S); shorthand; typewriting.

3.i.	F	ii. Mjr	iii. Post-'A' level	iv. Yr 1: 5	v. 2 yrs	vi. RSA dip.
	G	Mjr	Post-'A' level	Yr 2: 5 to 7	2 yrs	RSA dip.
	S	Mjr	Post-'A' level *or* Post-'O' level *or* *Ab init*		2 yrs	RSA dip. RSA cert.

4. 2 'A' level passes: F 'A' level obligatory, and G 'A' level for G course.

5.i. The course includes optional period of study/work abroad.
ii. Long vacation between yr 1 and 2.
iii. Informal.

6.i. Course centred around life and institutions of countries concerned. Includes commercial element as appropriate. Leads to Polytechnic dip. + external exams.
ii. Secretarial.
iii. Diplomatic service, European and multinational organisations: EEC, OECD, WHO etc.

(A)

1.i. **Dip. in Export marketing** iii. Full-time iv. 2 yrs

2. F, G, S, I + marketing, management, advertising, salesmanship.

3.i. F, G, S, I iii. Ranging from *ab init* to post-grad. iv. From 4 to 8 hrs v. 5 terms vi. Varies according to level of intake

4. Degree, HND, or equivalent qualification.

5.i. The course includes obligatory study abroad.
ii. 3 weeks study visit in Germany, France, Spain, Finland.
iii. Staff accompany group.

6.i. To give or develop fluency in 2 or 3 European langs with practical implication.
ii. Marketing and sales.
iii. Export management. Overseas representation.

(B)

1.i. **HND Business studies** iii. Full-time iv. 2 yrs
Sandwich 3 yrs

2. HND pattern including law, business organisation, marketing, human relations, finance and compulsory economics.
All students now take FL.

3.i.	F, G, S	ii. Mjr	iii. 'A' level	iv. 5	v. 2 yrs	vi. HND
	F, G, S		'O' level *or* *ab init*	4	2 yrs	Not examined but approx. IOL grade 2.

4. For advanced lang. 'A' level, otherwise *ab init.*

5.i. The sandwich course includes obligatory period of work abroad.
ii. Placements in France, Germany, Spain.

6.i. Post-'A' level course: development of linguistic and contemporary knowledge.
Ab init course: useful level of comprehension and command.
ii. Business career—middle management.
iii. Generally managerial posts in medium-sized companies.

(C)

1.i.	**Dip. HE**			iii. Full-time	iv. 2 yrs	
2.	Combination of foundation and special courses. Langs follow 2 yr special programme.					
3.i.	F	iii. 'A' level	iv. 5	v. 2 yrs	vi. Dip. HE	
	G	'A' level	5	2 yrs	Dip. HE	
	S	'O' level	5	2 yrs	2 yrs post-'A' level	
4.	2 'A' levels (including 1 lang.)					
5.i.	The course includes obligatory period of study abroad.					
ii.	1 term.					
iii.	None as yet.					
6.i.	Lang. and lit. in yr 1. Lang. and civilisation in yr 2.					
ii.	Teaching, lang. in business.					

(D)

1.i.	**Bilingual secretarial dip.**			iii. Full-time	iv. 2 yrs	
2.	2 langs from F, G, S, I + shorthand, typing, structure of business.					
3.i.	F) ii. Equal	iii. 'A' or 'O' level	iv. 7	v. 2 yrs	vi. IOL grade 2, inter or	
	G) importance	'A', 'O' level *or*	7	2 yrs	final (depending on	
	)	*ab init*			initial level).	
	S)	'A', 'O', *or ab init*	7	2 yrs		
	I)	*Ab init*	7	2 yrs		
4.	1 'A' level in langs.					
5.i.	The course includes obligatory period of study abroad.					
ii.	2 weeks study visit to France or Germany.					
iii.	Accompanying tutor.					
6.ii.	Secretarial/personal assistants.					
iii.	Foreign office, industrial admin, secretarial linguist posts in Britain and Europe.					

(A)

1.i. **BA MLs CNAA** ii. Hons iii. Full-time iv. 4 yrs

2. All students read 2 langs to equal level in the final exams. F or G (post-'A' level) with S or I (these may be taken *ab init*), or F and G combined. All students also study the modern history of each of the 2 countries whose lang. they are learning.

3.i.	ii.	iii.	iv.	v.	vi.
F	Mjr	Post-'A' level	4 to 5	4 yrs	BA Hons
G	Mjr	Post-'A' level	4 to 5	4 yrs	BA Hons
I	Mjr)	*Ab init or* 'O'/	6	4 yrs	BA Hons
S	Mjr)	'A' level	6	4 yrs	BA Hons

4. 5 GCE passes including 2 at 'A' level, or 4 GCE subjects including 3 at 'A' level.
'A' level F or G is essential, as is 'O' level E.

5.i. The course includes obligatory period of study abroad.

ii. 6 months have to be spent in each of the countries whose langs are being studied. Students are placed in universities where they follow courses arranged for this College in lang and history.

iii. Local staff in the foreign university are designated to supervise the students. Staff from the College visit centres in Italy and Spain when students arrive, and again half-way through the period. In France and Germany they are visited once only, half-way through the period.

6.i. Part 1 of the course (terms 1 to 4) aims to give students a practical, working knowledge of the modern usage of lang, emphasising oral and aural skills. Translation into E, summary writing and essay writing are the exercises most used.
Part 3 (after year abroad) also introduces linguistic analysis. Lang. laboratories are used throughout.

iii. Very varied; teaching, business (insurance), travel agency work, teaching abroad, VSO, higher secretarial etc.

(B)

1.i. **Linguist secretary's course** iii. Full-time iv. 1 yr

2. 2 langs and secretarial skills (Pitman shorthand, typewriting and secretarial duties).

3.i.	ii.	iii.	iv.	v.	vi.
F (compulsory)	Mjr	'A' level *or* post-degree	6 6	1 yr 1 yr	RSA cert for secretarial linguists IOL inter dip or RSA
+					
G *or*	Mjr	Post-'A' level *or*	7	1 yr	RSA cert and IOL inter
I *or*		Post-'O' level *or*	7	1 yr	RSA stage 3 and for some RSA cert.
S		*Ab init* (not G)	7	1 yr	'O' level and RSA stage 2 or IOL grade 2.

4. Minimum requirements: 'A' level in F, together with 'O' level passes in E lang. and 2 other academic subjects. (Many are graduates in F). Applications are considered from candidates who have an 'A' level pass in G, I or S, but not in F, provided that F lang. has been studied up to 'A' level standard.

6.i. (1) A study of the institutions of the countries (political, social, cultural and economic) through texts in the lang. (2) Fluency in the lang, especially oral lang. (3) Training in the skills of translation, summary writing and commercial correspondence.

ii. Direct preparation for careers as linguist secretaries or personal assistants.

iii. A wide variety of secretarial posts in this country and in Europe. A survey of past students showed that most were using their lang. skills to varying degrees.

1.i. BA ii. Hons/ Non-hons iii. Full-time iv. 4 yrs

2. 2 FLs from A, C, F, G, I, R and S.
Options (yrs 2 and 4): i) economy and politics of relevant lang. area(s)
ii) thought and lit. of relevant lang. area(s)
iii) translation studies (and 3rd cognate lang.)

3.i.		iv.	v.
	Yr 1: 2 langs from: A, C, F, G, I, R, S	9 7	Yr 1 Yr 1
	Yrs 2 and 4:	4	
	A and C + options	6	

4. 5 GCE 'O' level passes, 2 GCE 'A' level passes 1 of which must be a lang. (2 if offering 2 langs starting at 'A' level).

5.i. The course includes obligatory periods of study abroad.
ii. 5 mths study at university in each of 2 countries.
iii. Local staff; Polytechnic tutor visits.

6.i. To impart high degree of fluency and accuracy in spoken and written lang.
ii. In 1 option to train translators.
iii. Banking, insurance, teaching, business, government service.

Amendment to page 14 of *A guide to language courses in polytechnics and similar institutions.* Should now read:

POLYTECHNIC OF CENTRAL LONDON

(A)

1.i. BA ii. Hons/ Non-hons iii. Full-time iv. 4 yrs

2. 2 FLs from A,C,F,G,I,R and S
Options (yrs 2 and 4): i) economy and politics of relevant lang. area(s)
ii) thought and lit. of relevant lang. area(s)
iii) translation studies (and 3rd cognate lang.)

3.i. ACR ii. Joint iii. *Ab init* iv. Yr 1: 9 Yrs 2-4: 7/8 v. 4 yrs vi. Hons or Unclassified

IS ii. Joint iii. *Ab init* iv. Yr 1: 9 Yrs 2-4: 6

FGI RS ii. Joint iii. Post-'A' iv. Yr 1: 7 Yrs 2-4: 6

4. 5 GCE 'O' level passes, 2 GCE 'A' level passes, 1 of which must be a lang. (2 if offering 2 langs starting at 'A' level).

5.i. The course includes obligatory periods of study abroad.
ii. 5 mths study at university in each of 2 countries.
iii. Local staff, Polytechnic tutor visits.

6.i. To impart high degree of fluency and accuracy in spoken and written lang.
ii. In 1 option to train translators.
iii. Banking, insurance, teaching, business, government service.

(B)

1.i. R dip. course (IOL inter and final dips in R) iii. Intensive iv. 1 or 2 yrs

2. R lang. and area studies, technical and scientific translation.

3.i. R iii. Post-'A' iv. 20 v. 1 yr 2 yrs vi. IOL inter dip. IOL final dip (DES parity with degree)

4. General educational requirements + GCE 'A' level or equivalent in R.

6.i. To achieve a high level of written and spoken competence in R, with special reference to the social sciences; translation, essays, laboratory practice, lectures, seminars.
ii. Elements of scientific translation and consecutive interpreting.
iii. Government service, Russo-British C of C, Moscow Narodny Bank, exporting, travel industry.

.../2

POLYTECHNIC OF CENTRAL LONDON (contd)

(C)

1.i. R GCE 'A' and 'S' level course iii. Full-time iv. 1 yr

2. GCE 'A' level syllabus (University of London Board).

3.i. R iii. *Ab init* iv. 24 v. 1 yr

4. No previous knowledge of R required, but experience in learning a FL is desirable.

6.i. Broad introduction to all lang. skills.
iii. University entrance qualification.

(D)

1.i. Post-grad. dip. in technical and specialised translation (incorporating the dip. in legal translation) ii. Post-grad. iii. Full-time iv. 1 yr

2. Mjr langs: 2 from F,G,I,R,S.
Subsid langs: 1 cognate from Czech, Danish, D, Greek, I, P, Swedish.
Legal and institutional translation option: F as main, G or another lang. as subsid. Includes special classes in G, F and Community legal principles and terminology as well as lectures in legal and institutional translation,

3.i. FGI ii. Mjr iii. Degree level iv. *c.* 20 v. 1 yr. vi. Qualified to apply for translation post
RS
Czech Subsid. *Ab init.*
Danish
D
Greek
IP
Swedish

4. Degree in 2 main langs, + entry test (translation) and interview.

6.ii. Visits to large firms with translation departments.
iii. Translator at UNO, EEC, Shell, Unilever, BSI, ICI etc.

.../3

POLYTECHNIC OF CENTRAL LONDON (contd)

(E)

1.i. Post-grad. dip. in R iii. Full-time iv. 1 yr
(formerly R course for teachers)

2. R lang.; lectures in R and Soviet background studies.

3.i. R iii. *Ab init* iv. 24 v. 3 terms vi. Degree standard (in the lang.)

4. Open to graduates, teachers and suitably qualified persons.

6.i. High degree of fluency in spoken and written R. Translation from R into E and E into R, *ad hoc* interpreting, comprehension, essays, oral and lang. laboratory work.
ii. Strong practical bias.
iii. R teaching; diplomatic and business posts; professional translation.

(F)

1.i. Dip. in conference interpreting techniques ii. Post-grad. iii. Full-time iv. 6 mths

2. Lang. groups:
a) UN langs
Combinations of E and F with A, C, R or S
b) Langs *used* in European inter-governmental organisations
Suitable combinations of 3 or 4 of the following: Danish, D,E,F,G or I.
c) Bilingual E/F
d) E and another lang. into applicant's mother tongue.

3.i. ACD iii. Post-grad. iv. *c.* 25 v. 6 mths
Danish
EFG
IRS

4. Appropriate degree. Entry is by oral and written tests, + interview.

6.ii. Conference interpreter. Courses in given lang. combinations are only run when suitable candidates apply and when there is clear indication of real market requirement.
iii. Full-time posts and free-lance assignments with UN and its specialised agencies, EEC and government posts overseas.

POLYTECHNIC OF CENTRAL LONDON (contd)

(G)

1.i. Post-grad dip. in linguistics (CNAA) iii. Part-time iv. 2 yrs

2. Part 1: basic linguistic theory
Part 2: advanced grammatical theory
Options: psycholinguistics, child theory acquisition, translation theory, linguistics applied to lang. teaching, historical linguistics, semantics.

3. iv. 5

4. Degree or degree equivalent.

6.iii. Lecturer in education, FL teaching etc.

(H)

1.i. Personal assistants' course ii. Post-grad. iii. Full-time iv. 1 yr

2. Options include F, G, I and S, both lang. and secretarial skills.

3.i. FGI *or* S

4. 1st degree

6.i. To enable the students to use their lang. ability in a business context as well as preparing them for a business career.
ii. Business correspondence and reports as well as modern commercial summaries and translations. Emphasis is placed on use of the spoken lang.
iii. Personal assistants, admin. assistants and employment in international official organisations.

(I)

1.i. Dip. in secretarial studies and langs (F + G *or* I *or* S) iii. Full-time iv. 2 yrs

2. FLs; geography; contemporary history; economic background and commerce.
Economic and financial aspects of business in the UK.
E and foreign shorthand, typewriting, audio-typing.
Secretarial aspects and office/personnel administration.
Communications.

3.i. F + G *or* I *or* S iii. Post-'A' Post-'O' or 'A'

4. 2 'A' levels (1 must be F) + 4 'O' level passes.

5.i. 1 term of study abroad requiring the completion of an extended essay in the lang. of the host country.
ii. 2 yrs full-time.
iii. Personal and subject tutors.

6.i. To enable the students to continue their study of MLs in a business context as well as preparing them for a business career.
ii. Business correspondence and reports as well as modern commercial summaries and translations. Emphasis is placed on use of the spoken lang.
iii. Linguist-secretaries, personal assistants and employment in international official organisations.

1.i. **BA Humanities (Joint Hons)** ii. Hons/ Non-hons iii. Full-time iv. 3 yrs

2. Part 1: 5 units from 3 subjects out of 6 (E, F, history, economics, geography, law).
Part 2: 10 units from 2 subjects out of same 6.

3.i. F ii. Mjr, mnr or joint iii. 'A' level iv. per unit 3½ v. 3 yrs vi. Graded Hons
Unclassified pass (not graded)

4. 'A' level F if taking F option.

5.i. Obligatory.
ii. 3 mths. Lang. and civilisation course. University of Grenoble.

6.i. Strong practical bias. Study of current affairs to promote discussion and essay work.

(A)

1.i. **BA Humanities** ii. Hons/ Non-hons iii. Full-time iv. 3 yrs

2. Foundation yr–Yr 1: Students select 5 courses, not more than 2 of which may be FLs from: E, F, geography, G, history, history of art, music, psychology, R, S.
Part 2–Yrs 2 and 3: 12 course units to be studied for award of Hons, 7 of which must come from 1 subject area including a project. 10 course units are required for the unclassified degree.

4. Candidates must normally be at least 18 years of age and possess: either a GCE with passes in 5 subjects, including 2 at 'A' level *or* a GCE with passes in 4 subjects, including 3 at 'A' level. An 'A' level pass in F and G is required for entry to the foundation course in those subjects. An 'O' level pass in S and R is required for entry to the foundation yr in these subjects. The college will consider admitting, on their merits, students with other qualifications of an equivalent nature.

5.i. The course includes obligatory periods of study abroad.
ii. At least 1 month on an approved course of study.
iii. Help is given in arranging grants, accommodation.

6.i. 2 hrs lang. work per week. Aims of lang. work are to promote a creative use of both oral and written lang. and to be instrumental in developing the students' analytical and critical ability through close study of texts. Précis writing, essay writing, linguistic analysis and translation are some of the exercises used.

(B)

1.i. **BA Modern European studies** ii. Hons/ Non-hons iii. Full-time iv. 3 yrs

2. Yr 1: (Part 1) Geographic principles, evolution of modern Europe, introduction to politics, economic principles, economic and social statistics, 1 lang. from F, G, R, S.
Yrs 2 and 3: (part 2) Geography of Europe, history of Europe, comparative government, economics, continuation of lang. (as in part 1).
Hons includes 2 options from a range of 18 subjects + a 10,000 word project, a compulsory period abroad of 3 mths at the end of yr 1 (June to August).

3.i.	ii.	iii.	iv.	v.	vi.
F	Mjr	(a) 'O' level	3	3 yrs	(a) Reading and spoken competence
		(b) 'A' level	3		(b) Higher level expected
G	Mjr	(a) 'O' level	3	3 yrs	(Applies to all langs)
		(b) 'A' level	3		
R	Mjr	(a) *Ab init*	4	3 yrs	
		(b) others (if any)	3		
S	Mjr	(a) *Ab init*	4	3 yrs	
		(b) others	3		

4. 5 GCE passes: *either* 3 at 'A' level and 2 at 'O' level *or* 2 at 'A' level and 3 at 'O' level. Must have 'O' level lang. or ONC/OND–or special entry for mature students (as defined by CNAA).

5.i. The course includes obligatory study abroad.
ii. 3 mths for students reading F, G and S. R study tour is 5 to 6 weeks. Aimed at (a) gathering project data; (b) improving lang.

6.i. Reading competence is main aim–spoken competence where possible.
iii. Civil service; teaching; commerce; insurance; state industries; inland revenue; customs service; higher degrees.

(C)

1.i. **Applied lang. studies** ii. Hons iii. Full-time iv. 4 yrs

2. A combination of 2 langs (1 main, 1 subsid) from F, G, R, S is studied throughout the course. In addition, S or R is taken *ab init* in yr 1 and can replace 1 of the other 2 langs at the end of yr 1. In the 1st and 2nd yrs the regional studies course provides the economic, political, cultural and social background of the countries concerned. In yr 2 students choose from economics, modern lit, law (in F) and politics as a special study in the area of their main lang. Yr 3 is spent abroad. In the final yr a choice is made between an interpreter and a translator option.

3.i.		ii.	iii.	iv.	v.	vi.
	F, G, R, S	Mjr	'A' level	Yr 1: 5 Yrs 2 and 4: 10	4 yrs	Hons
	F, G, R, S	1st subsid.	'A' level ('O' level in R)	Yr 1: 5 Yr 2: 6 Yr 4: 5	4 yrs	Hons
	R *or* S	2nd subsid.	*Ab init*	Yr 1: 10 Yrs 2 and 4: 1	4 yrs	Post-'A' level

4. 5 GCE passes including 2 appropriate subjects at 'A' level *or* 4 GCE passes including 3 appropriate subjects at 'A' level. Candidates will normally be expected to have obtained good 'A' level passes in 2 modern FLs (from F, G, R, S) corresponding to the main and 1st subsid langs the student intends to offer. From R as 1st subsid. lang. a good 'O' level pass will be accepted. The college will consider admitting on their merits students with other qualifications of an equivalent nature.

5.i. The course includes obligatory study abroad.
ii. Yr 3 is spent abroad in the countries of the students' main and 1st subsid lang. approx. 6 mths in each, studying at colleges, universities or interpreting schools.
iii. Students are visited once in each country. Regular contact maintained by correspondence, and students may be supervised by staff of the foreign institution.

6.i. The aim of the course is a high level of linguistic competence with emphasis on practical lang. work.
ii. Many graduates have chosen jobs which enable them to make immediate and intensive use of the langs. studied.
iii. Translating and interpreting, teaching, civil service, executive trainee posts in the sales, marketing or management departments of manufacturing industry or in banks, insurance companies and export/import firms.

(D)

1.i. **CNAA post-grad. dip in Contemporary G studies** iii. Part-time (1 evening per week) iv. 2 yrs

2. 5 modules: 1 of 20 weeks, 4 of 10 weeks duration.
Compulsory: survey module (political and economic history); politics 1 (FRG); economics 1 (FRG).
4 options of which 2 have to be taken: post-war G lit., politics 2 (GDR); social structure (FRG), economics 2 (FRG).

3.i. G (teaching 1) iii. Graduate vi. Graduate with the terminology of specialised areas.

4. A good degree and a good knowledge of G.

6.i. Lang. is in a service function; the teaching should assist in understanding specialist texts.
ii. It should help teachers to teach the special options with G 'A' level syllabuses.

(E)

1.i. **CNAA post-grad. dip. course in C** iii. Full-time iv. 34 weeks

2. This course heavily concentrates on the linguistic side. The background knowledge is given by highly qualified experts, with minimum time in form of open lectures. Distinguished sinologists are invited from time to time to give lectures on C history, geography, maoism etc.

3.i. C ii. Mjr (Mandarin) iii. *Ab init* iv. 20 v. 1 yr vi. Reading knowledge of source materials in modern C.

4. Graduates.

6.i. Ability to tackle source materials written in modern C.

iii. (a) Doing a higher degree in the universities in the UK.
(b) Studying the lang. further in China.
(c) Teaching in C lang.
(d) Returning to diplomatic service.

(F)

1.i. **Post-grad. secretarial course** iii. Full-time iv. 1 yr

2. E, F, G and S shorthand, typewriting and audio-typing; office admin./secretarial duties; structure and practice of business; choice of 2 langs chosen from F, G and S.

3.i.	F, G, S	ii. Langs 1 and 2	iii. Post-grad.	iv. 3	v. 32/33 weeks	vi. College dip.
	F, G, S	Lang. 2	Post-'A' level	4	32/33 weeks	College dip.
	G, S	Lang. 2	*Ab init*	4	32/33 weeks	College dip.

4. Degree (or equivalent) incorporating at least 1 of the 3 FLs offered in the course.

6.i. Langs are presented in the form of a specialised business course on the lines of the continental 'secretariat'. The content includes business procedures and operations and some study of current European political, economic and social trends.

ii. The course is designed to prepare graduate students for positions of responsibility as personal assistants/private secretaries where proficiency in lang. is required.

iii. Appointments in international organisations (eg NATO, WHO), international companies abroad and British companies where competency in FLs is required.

(G)

1.i. **Advanced secretarial-linguist** **iii.** Full-time **iv.** 1 yr

2. E, F, G and S shorthand, typewriting and audio-typing; office admin./secretarial duties; structure and practice of business; 4 hrs weekly from 2 of the following langs: Post-'A' level F, G, S and introductory G and S.

3.i.	**ii.**		**iii.**	**iv.**	**v.**	**vi.**
F, G, S	Langs 1 & 2 (not mjr or subsid)		Post-'A' level	4	32/33 wks	College dip.
G, S	Lang. 2		*Ab init*	4	32/33 wks	College dip.

4. GCE 'A' level in F, G or S (preferably grade C or better).

6.i. Langs are presented in the form of a specialised business course on the lines of the continental 'secretariat'. The content includes business procedures and operations and some study of current European political, economic and social trends.

ii. The course is designed to prepare students for positions of responsibility as personal assistants/private secretaries where proficiency in lang. is a requirement.

iii. Admin. and secretarial where proficiency in FLs is required.

(A)

1.i. **BA Humanities** ii. Hons/ Non-hons iii. Full-time iv. 3 yrs

2. Mjr/mnr structure: Yr 1: 5 subjects
Yr 2: mjr + 2 mnrs
Yr 3: mjr + 1 or 2 mnrs
Mjr studies available at present: E lit, linguistics, philosophy.
Mnr studies available at present: E lit, linguistics, philosophy, F, history of ideas, computer studies, maths and logic, sociology.

3.i.	ii.	iii.	iv.	v.	vi.
F	Mnr	'A' level or good 'O' level	Variable 4-6	Variable 1, 2 *or* 3 yrs	Can normally constitute up to ⅕ of total course, with provision for ⅖ of final yr.
G	Mnr	'O' or 'A' level	4-6	1, 2 *or* 3 yrs	As 3 yr mnr study: 20% of Hons classification.
S	Mnr	*Ab init*	4-6	1, 2 *or* 3 yrs	As 3 yr extended mnr: 35% of Hons classification.

4. 5 GCE passes including 2 passes at 'A' level *or* 4 GCE passes including 3 passes at 'A' level. Normally subject to interview.

5.i. The course includes obligatory period of study/work abroad.
ii. Minimum of 1 mth approved course during the vacation at the end of year 1.
iii. Some supervision.

6.i. To give the student a level of oral, aural and reading competence in the FL to enable him to apply his knowledge of the FL in the other areas of study in his degree.

(B)

1.i. **BA Business studies** ii. Hons/ Non-hons iii. Sandwich iv. 4 yrs

2. Yrs 1 and 2 in college—fundamental studies. Yr 3 in business—training programme.
Yr 1: Common course—5 subjects + lang. for those wishing to take the option.
Yr 2: Economics, statistics, communications + choice of 2 *or* 3 optional subjects.
Yr 3: Specialisation in accounting *or* marketing *or* operational research *or* personnel admin. *or* without specialisation.

3.i.	ii.	iii.	iv.	v.	vi.
F	Option	'A' or good 'O' level	Variable 3 to 4	1, 2, 3 *or* 4 yrs	Can contribute approx. ⅕ to ⅛ of the student's degree course.
G	Option	'O' level	6		

4. 5 GCE passes, including E lang. and maths, and including 2 passes at 'A' level. Subject to interview.

5.i. Obligatory—1 mth approved course during vacation at end of yr 1.
ii. Optional—placement in business during yr 3.
iii. Some supervision.

6.i. Oral fluency, aural, reading and written competence in the context of business studies areas

(C)

1.i. **BSc Industrial engineering** ii. Hons/ Non-hons iii. Sandwich iv. 4 yrs

2. The course is a 4 yrs 'thin' sandwich-type with a balanced programme of studies combining technology, management sciences and European studies, the latter including a compulsory lang. element. Of the minimum 52 weeks professional studies in industry not less than 12 weeks must be in European industry, ie F or G speaking.

3.i. F G ii. Compulsory element of the course iii. 'O' level *or* *Ab init* iv. 3-4 v. Variable 2, 3 *or* 4 years vi. The course aims to achieve a good competence in the special fields relevant to the degree and in general social lang.

4. Either (i) 5 GCE passes including 2 at 'A' level. 1 'A' level subject must be mathematical (including non-traditional syllabuses), the other 'A' level may be either arts or science subject. If a science is not offered at 'A' level it must be offered at 'O' level: *or* (ii) A good ONC or OND in science or technology.

5.i. Obligatory
ii. 1 week study tour; 3 mth placement, preceded by a 1 week induction course in the appropriate country.
iii. Some supervision.

6.i. To develop students' ability to converse and read in the FL preparatory to 3 mth professional studies in European industry.
ii. The industrial engineer must have an international outlook, special knowledge and ability to communicate in FLs.
iii. Industrial engineer, trainee manager, technical development engineer, postgraduate research.

HUDDERSFIELD POLYTECHNIC

(A)

1.i. **BA Humanities** ii. Hons iii. Full-time iv. 3 yrs. (4 yrs for students majoring in F)

2. Yr 1: 3 from E, history, geography, F, drama, philosophy, politics, G, Oriental studies and economics.
Yrs 2 and 3: 2 of the above in a mjr/mnr relationship (2:1) (G, Oriental studies and economics available as mnr options only).

3.i. F ii. Mjr *or* Subsid. iii. 'A' level iv. Yr 1: 5 Yrs 2 & 3: 8 *or* 4 v. 1 *or* 3 yrs vi. Hons degree
G

4. 'A' level for F, 'O' level for G.

5.i. The course includes obligatory period of study abroad.
ii. 1 yr for mjr F, 3 mths for mnr G.
iii. 1 visit by tutor.

6.i. All contemporary material, lecturer-provided units around a topic.

(B)

1.i. **HND Business studies** iii. Sandwich iv. 3 yrs

3.i. F ii. Option iii. 'A' level iv. 5 v. 3 yrs
G

4. 'A' level.

6.i. A high level of general lang. skills + specialist vocabulary.
iii. Business.

(C)

1.i. **BA Textile marketing** ii. Hons iii. Sandwich iv. 4 yrs

2. 4 hrs weekly for 4 yrs in either F or G.
12 hrs weekly for 4 yrs in marketing, textiles and other aspects of business studies.

3.i. F ii. 1/4 iii. 'O' level iv. 4 v. 4 yrs vi. Ability to transfer textile marketing expertise into a FL situation, ie not broadly degree level at all.
G 1/4 'O' level 4 4 yrs

4. 'O' level.

5.i. The course includes optional period of study/work abroad.
ii. 6 mths.
iii. 1 visit by tutor.

6.ii. Textile marketing.
iii. Several now living in Europe selling textiles. Others in the rag trade in this country.

(A)

1.i. **BA Modern art** ii. Hons/ Non-hons iii. Full-time iv. 3 yrs, 4 for F.

2. A broad education in arts and a study in depth of history or E lit or F studies. Part 1: 2 from E, F, history; 2 from visual arts, political ideas, scientific ideas. Part 2: 1 from E, F, history.

3.i. F ii. Mjr iii. 'A' level iv. Part 1: 5 Part 2: 11 v. 4 yrs vi. Hons or non-hons degree

4. Normally CNAA minimum requirements. Applications from mature students are welcomed.

5.i. The course includes obligatory study abroad when F is the Part 2 choice.
ii. 1 yr at Université de Lyon II following normal courses in F department. Initially an intensive course is taken in September.
iii. A F academic is the tutor for the group and there are 4 visits annually by Kingston staff.

6.i. The aim is to achieve a high level of competence in spoken and written F. Material is structured around centres of interest. Style and registers are studied and students gather material in Lyon for an extended essay.

(B)

1.i. **BSc Chemistry with G or business admin.** ii. Hons iii. Full-time iv. 4 yrs

2. A cross-discipline science/lang. course. The lang. element is not just 'a bit of translation' but includes a serious study of 20th century writers. With chemistry, students study either G or business admin. Students from science 6th start the lang. *ab init* and have a full 1-term intensive course. Similarly students with 'A' level G but not 'A' level chemistry have an intensive term of chemistry.

3.i. G ii. Joint iii. See 4 below iv. 8 v. 4 yrs vi. Hons

4. Normal degree requirements except that 1 'A' level must be either in chemistry or in G. If the student has 'A' level G, he must have an 'O' level in chemistry (or a subject including a substantial amount of chemistry). The 'A' level chemistry student must have a reasonable 'O' level pass in a modern FL (not necessarily G).

5.i. Obligatory study abroad.
ii. 1 mth study period at Technische Universität, Hannover. End of 1st yr. Industrial training in 3rd yr. *Either* 9 mths in Germany *or* 5 mths in England + 4 mths in Germany.
iii. Visit to Hannover by a member of the chemistry staff and a linguist during the study period. Industrial training—at least 2 visits by a chemist and a linguist during the period.

6.i. Good command of modern spoken and written lang. Technical translation at a very high level (including familiarity with technical lit.). Study of thought and social attitudes of the 20th century (major writers).
ii. Probable executive career in the chemical industry—production management, pilot plan evaluation work, higher levels of technical sales. Also the areas of information services and translations.

(C)

1.i. **BA Joint Hons in langs, economics and politics** ii. Hons iii. Full-time iv. 4 yrs

2. The degree involves the study of a ML (F, G *or* S) and a social science. In Part 1 (Yr 1), the lang. is combined with introductory courses in economics and politics. In Part 2 (Yrs 2 to 4), the student chooses either economics or politics. 4th yr options include: Rousseau and the enlightenment, F Lit. and the threatened devaluation of man, 1920-45; the existentialists and political involvement (F). 4th yr economics options: international economics, economics of industry, business admin, economics of developing countries, labour economics, econometrics, economics of education, economic history. Politics options: political philosophy of a modern European school (fascism, marxism, Christian democracy, etc), politics in Europe (parties and party systems, parliaments in Europe, European economic community etc).

3.i. F) G) S) ii. Mjr iii. 'A' level iv. 7 v. 4 yrs vi. BA Hons (Joint)

4. CNAA requirements + 'A' level pass in the lang. to be studied, and 'O' level pass in maths for those choosing the economics specialisation.

5.i. Obligatory study/work abroad.
ii. 1 academic yr in university in France, Germany or Spain.
iii. Tutorial supervision by staff of university abroad. 3 visits by staff of Kingston Polytechnic.

6.i. Part 1: the lang. work is primarily linguistic, with emphasis on speaking and writing the lang.
Part 2: lang. work continues but other main emphasis is on the currents of thought programmes.

(A)

1.i. **BA Modern studies** ii. Hons iii. Full-time iv. 3 yrs

2. Yr 1: 3 main subjects chosen from political history, social and political theory, geography, introduction to politics + 2 subsid. subjects from F, economics, sociology, British social history.
Yr 2: 3 main subjects chosen from a wide range of political and historical subjects + 1 subsid. subject.
Yr 3: 2 main subjects chosen from a wide range in history, politics, international studies and geography. No subsid. subjects offered.

3.i. F ii. Subsid. iii. 'O' level iv. Yr 1: 2½ v. 1 yr vi. Post-'A' level

4. 5 GCE passes including 2 at 'A' level *or* 4 GCE passes including 3 at 'A' level.

6.i. To improve lang. skills and to impart knowledge of social, political, historical aspects of France.

iii. Graduates are fitted for careers in teaching, journalism, civil service, local government admin.

(B)

1.i. **BA Business studies** ii. Hons/ Non-hons iii. Sandwich iv. 4 yrs

2. Wide range of subjects in the fields of business, economics, law, mathematics and statistics with specialisation after Part 2 in (a) accountancy (b) marketing (c) materials management (purchasing). Optional subjects include F and I.

3.i.	F.	ii. Subsid.	iii. 'O' or 'A' level	iv. 3	v. 3 yrs	vi. Post-'A' level
	I	Subsid.	*Ab init*	4	3 yrs	Post-'A' level

4. 5 GCE passes including 2 at 'A' level *or* 4 GCE passes including 3 at 'A' level; ONC or OND.

6.i. To improve lang. skills with particular reference to business studies including focus in Part 3 on Common Market.

iii. Graduates are fitted for careers in business and commerce.

(C)

1.i. **BSc Combined Engineering studies** — ii. Hons/Non-hons — iii. Full-time — iv. 3/4 years

2. Modular credit system with core subjects chosen from a wide range of courses in various branches of engineering together with modules in F and G, business admin, marketing and industrial management.

3.i. F, G — ii. Modules at 4 levels — iii. 1. *ab init* 2. approx 'O' level 3. approx 'A' level 4. 'A' level — iv. 3 — v. 1 yr each module — vi. Not defined

4. 5 GCE passes including 2 at 'A' level *or* 4 GCE passes including 3 at 'A' level. ONC or OND in engineering and science.

5.i. Obligatory only as prerequisite for final module. 1 yr in university or approved employment.
iii. Supervision is by correspondence and a visit from a tutor.

6.i. To improve lang. skills in the context of a scientific and engineering background with reference to social and political aspects of the country whose lang. is being studied.
ii. Hons graduates are exempt from Part 1 and 2 of the CEI exams.

(D)

1.i. **BA MLs** — ii. Hons/Non-hons — iii. Full-time — iv. 4 yrs

2. Yr 1: *either* post-'A' level study of 2 main langs from F, G, S + *ab init* study of a 3rd lang. from G, I, S, R and introduction to European studies;
or post-'A' level study of F or G + intensive *ab init* study of S as a main lang. and introduction to European studies.
Yr 2: Continued study of 2 main langs + 3 options chosen from European thought, European history, European lit, European government, linguistics, G, S, I, R.
Yr 3: Abroad.
Yr 4: Continued study of 2 main langs + 2 options listed as Yr 2.

3.

i.	ii.	iii.	iv. *Yr: 1 2 4*	v.	vi.
F	Mjr	'A' level	5 4 4	4 yrs	Hons degree
G	Mjr	'A' level	5 4 4	4 yrs	Hons degree
S	Mjr	'A' level	5 4 4	4 yrs	Hons degree
S	Mjr	*Ab init*	10 7 4	4 yrs	Hons degree
G	Subsid.	*Ab init*	4 4 4	4 yrs	Not defined
I	Subsid.	*Ab init*	4 4 4	4 yrs	Not defined
R	Subsid.	*Ab init*	4 4 4	4 yrs	Not defined
S	Subsid.	*Ab init*	4 4 4	4 yrs	Not defined

4. 5 GCE passes including 2 at 'A' level *or* 4 GCE passes including 3 at 'A' level.
'A' level pass in at least 1 of F, G or S.

5.i. A total of 42 weeks in Yr 3 divided between 2 countries corresponding to the main lang. studies.
ii. 21 weeks in each country *either* pursuing a course of study at a university *or* in approved employment; a project must be written in each country.
iii. Supervision is by correspondence with the student's project tutor, in addition to which each student is visited twice by a tutor during the year.

6.i. To produce graduates in MLs capable of applying their knowledge in those departments of government, commerce and industry where a high level of attainment is a necessary requirement.
iii. Civil Service (executive and admin. grades), sales and marketing (usually after post-grad. courses), teaching.

Addendum to page 27 of *A guide to language courses in polytechnics and similar institutions.*

LEEDS POLYTECHNIC

(B)

1.i. BA Business studies CNAA ii. Hons/ Non-hons iii. Thin sandwich iv. 4 yrs

2. Economics, finance, behavioural studies + options in maths/statistics or FLs with maths/statistics.
Yrs 3 and 4: Marketing and manpower studies.

3.i. F G S ii. Mjr iii. 'A' level iv. 4-5 v. 4 yrs vi. Degree level lang. proficiency and study of ecomomic, social and political background.

4. 5 'O' level passes including maths and E lang, 2 'A' level passes (including 'A' level FL for FL option) or OND/ONC with credit in 3 subjects.

5.i. Optional work placement abroad in yrs 2 or 3.
ii. 5 mths
iii. Tutorial visits

6.i. To enable students to work closely with foreign professionals in the business environment.
ii. Industrial training and experience.
iii. Careers in commercial and merchant banking, retailing industry, manufacturing, nationalised industries and the public sector.

(C)

1.i. BA Librarianship ii. Hons/ Non-hons iii. Full-time iv. 3 yrs

2. Computer and media studies; management of libraries and information services; community and communication studies; information sources; information retrieval; 1 from F, G or S.

3.i. F G S ii. Mjr iii. *Ab init* iv. 4/3/3 v. 3 yrs vi. Degree level

4. 5 GCE passes including 2 at 'A' level.

6.i. All skills - with reduced emphasis on translation into the lang. In later stages, summarising, specialised translation, professional correspondence.
ii. FLs for professional librarians, enabling them to abstract FL journals and to use foreign subject bibliography.
iii. A professional librarianship post in all types of libraries - public, academic and special.

.../2

(D)

1.i. BSc Information science ii. Hons/ Non-hons iii. Full-time iv. 3 yrs

2. Librarianship and information studies, physics, chemistry, biology and 1 from G or R.

3.i. G ii. Mjr iii. *Ab init* iv. 4/3/3 v. 3 yrs vi. High level of competence in technical translation.
R (when available)

4. 5 GCE passes including 2 at 'A' level *or* 4 GCE passes including 3 at 'A' level *or* ONC/OND (These should include maths, a science and 1 FL).

6.i. Translation and summary of scientific texts; training in use of FL information science.
ii. FLs for the information scientist.
iii. Information science, librarianship, technical writing, technical translation, computing.

(E)

1.i. Dip. in MLs and Business studies (post-'A' level) iii. Full-time iv. 2 yrs

2. 2 langs from F, G, I or S.
Secretarial skills (including shorthand in F, G), office organisation, business economics, international trade and payments, international marketing and export practice.

3.i. F ii. Lang 1 or 2 iii. 'A' level iv. Yr 1: 5 or 8 v. 2 yrs vi. Pass degree level
G Lang 1 or 2 'A' level or *ab init* Yr 2: 6
S Lang 2 'A' level or *ab init*
I Lang 2 'A' level or *ab init*

4. 'A' level pass in F or G and in 1 other subject.

5.i. Option of spending Yr 2 in foreign college placement either in Bremen or Brussels, or study/work placement in Mulhouse, to obtain Dip. in International business studies.
Some 3 mth or 1 yr work placements also available between Yr 1 and Yr 2.
ii. 1 yr: study and work/study placements
3 mths or 1 yr: work placements.
iii. Tutorial visits. Examination of Dip. in International business studies is supervised jointly by Leeds and foreign college.

6.i. High level of competence in main lang. skills with emphasis on social, economic and commercial aspects of 2 foreign countries.
ii. Secretarial linguist.
iii. Secretarial linguist, personal secretary.

LEEDS POLYTECHNIC (contd)

(F)

1.i. Bilingual executive assistants' dip. course (post-grad.) iii. Full-time iv. 1 yr

2. Shorthand, typewriting, appreciation of management, office organisation + 2 from: F mjr, G mjr, G *ab init*, I mjr, I *ab init*, S mjr, S *ab init*, D *ab init*, P *ab init*, + options in F and G shorthand.

3.i.	ii.	iii.	iv.	v.	vi.
F/G/ I/S D/G/I/ P/S	Mjr	Main degree subject	3	8 mths	RSA dip.
	Subsid.	*Ab init*	3	1 yr	London C of C cert. industry and commerce

4. Degree in lang(s).

6.i. Extension and widening of dimensions in areas of commerce and economics.
ii. Secretarial.
iii. European and multinational organisations; secretarial linguist and personal secretary posts.

1.i. **BA European langs and institutions** ii. Hons iii. Full-time iv. 4 yrs

2. 1 mjr lang. from: F, G, S
1 complementary lang. from: F, G, S (studied from Yr 1) *or*
P, I, D (studied from Yr 2)
1 social science from: government, economics, sociology (after a foundation yr in which *all 3* are studied).

3.i.	ii.	iii.	iv.	v.	vi.
F	Mjr/subsid.	'A' level	4 to 8	1 to 3 yrs	Hons degree (if mjr)
G	Mjr/subsid.	'A' level *or ab init*	4 to 8	1 to 3 yrs	Hons degree (if mjr)
S	Mjr/subsid.	'A' level *or ab init*	4 to 8	1 to 3 yrs	Hons degree (if mjr)
P	Subsid.	*Ab init*	3	2 yrs	Not defined
I	Subsid.	*Ab init*	3	2 yrs	Not defined
D	Subsid.	*Ab init*	3	2 yrs	Not defined

4. 2 'A' levels or equivalent.

5.i. 3rd yr abroad, industrial or college placement.
ii. 1 yr abroad. College placement would comprise selection of lectures taken from the normal programme for native students.
iii. Tutor in foreign college + visit by member of staff from Leeds.

6.i. In main lang. high degree of competence in translation in social science field, as well as ability to interpret in *ad hoc* situation. In complementary lang., good working knowledge.
iii. Civil service, export industry.

(A)

1.i. **HND Business studies** iii. Full-time iv. 2 yrs

2. Re-structuring in progress. Will be almost fully optional enabling selection with bias towards various aspects of business training. Advanced F and G (present limited to 1 'stream') will be an option available to all students. Extra curricular F, G, S available to all students irrespective of either option choices or level of lang.

3.i.						
	F) G)	ii. Mjr	iii. 'A' level (*or* 'O' level if 2nd lang.)	iv. 4	v. 2 yrs	vi. Approx. general degree

4. 1 'A' level pass and 4 'O' level passes *or* OND, ONC in business studies.

6.i. Development of applied lang. skills relevant to business studies and in context of business and background institutions of countries concerned.

iii. Marketing assistant, translating, customs and excise, civil service.

(B)

1.i. **IOL (Associate membership)** iii. Part-time iv. 2 yrs (minimum)

2. Preparation for above examinations.

3.i.					
F G	iii. 'A' level IOL grade 2	iv. 2 + additional work	v. 2 yrs minimum	vi. IOL inter or final

4. 'A' level *or* IOL grade 2 *or* satisfactory equivalent.

6.i. As for IOL syllabus.

(A)

1.i. **BA Langs and modern European studies** ii. Non-hons iii. Full-time iv. 4 yrs

2. 2 langs from F, G, R and S studied throughout the course.
Yr 1: Geography of Europe, linguistics.
Yr 2: Modern European history.
Yr 4: International relations.

3.i.	ii.	iii.	iv.	v.	vi.
F	Mjr	Post-'A' level	6 (5 in yr 4)	4 yrs	Degree level
G					
R					
S					

4. GCE exam in 5 subjects including passes at 'A' level in the 2 langs to be read on the course *or*
GCE exam in 4 subjects, including 3 subjects at 'A' level 2 of which must be the 2 FLs to be read on the course *or*
Qualifications deemed equivalent by the Academic Board. In the case of R, candidates otherwise suitably qualified may be admitted with a GCE 'O' level pass.

5.i. Obligatory residence abroad.
ii. Yr 3 is spent abroad at foreign universities, the time being divided equally between the countries of the 2 langs studied. Whilst abroad students write 2 projects in the FL on either regional studies or a literary topic.
iii. Preparatory tutorials prior to residence abroad. Tutorial visits by staff during period of residence abroad. Contact maintained by regular correspondence between staff and students.

6.i. Consolidation of structural control of lang. with specific reference to registers associated with lit. and regional studies.
ii. Broad humanities base—no special implications.

(B)

1.i. **BA Applied lang.** ii. Hons iii. Full-time iv. 4 yrs

2. 2 main langs from F, G, R and S; 1 subsid. lang. from G, R, S studied throughout the course.
Yr 1: Geography of Europe, economics, linguistics.
Yr 2: Geography of world trade and politics.
Yrs 3 and 4: Ancillary subject: Business studies or international relations.

3.i.	ii.	iii.	iv.	v.	vi.
F	Mjr	Post-'A' level	4 (7 in yr 2)	4 yrs	Degree level
G	Mjr or subsid.	Post-'A' level	4 (7 in yr 3)		Good working
R	Mjr or subsid.	*or ab init*	Subsid. 3		knowledge
S	Mjr or subsid.				

4. As for A (above).

5.i. Obligatory residence abroad.
ii. 6 mths in yrs 2 and 3 at foreign universities. Whilst abroad students write 2 dissertations in the FL.
iii. Preparatory tutorials prior to residence abroad. Tutorial visits by staff during period of residence abroad. Contact maintained by regular correspondence between staff and students.

6.i. Consolidation of lang. structure and promotion of active lang. skills (including interpreting techniques).
ii. No specific vocational implication but presumed that students would be well suited to careers in commerce, government departments and industry.
iii. Marketing assistants, banking, insurance, government departments (especially translators), travel agents, teaching, secretarial posts at home and abroad after a period of further training.

1.i.	**BA Business studies**			ii. Hons	iii. Sandwich	iv. 4 yrs

2. Basic yr common to all options—students to choose 1 of 5 options: Public finance; marketing; insurance; transport; quantitative analysis.

3.i.	F	ii. Subsid.	iii. 'A' level	iv. 3	v. 4 yrs	vi. Oral proficiency at Hons degree level with full background study of various political, social and economic aspects of the countries the lang. of which is being studied.
	G	Subsid.	'A' *or* 'O' level	3	4 yrs	
	S	Subsid.	'O' level *or* *ab init*	3	4 yrs	

4. 2 'A' levels.

5.i. The course includes optional study abroad.
ii. 5 mths in work places.
iii. Twice during a 5 mths period.

6.ii. Strong bias towards marketing and international finance.

(A)

1.i. **HND Business studies** **iii. Full-time** **iv. 2 yrs**

2. Economics, business organisation, liberal studies (all obligatory).
Yr 1: 3 subjects from accounting, computers, mathematics and statistics, E legal system, sociology of industry and commerce, F, G, S.
Yr 2: includes in addition public finance, production methods and services, business law, personnel administration (2 to be chosen).

3.i.		**ii.**	**iii.**	**iv.**	**v.**	**vi.**
	F	Mjr	'A' level	5	2 yrs	HND final level
	G	Mjr or subsid.	'A', 'O' *or*	5	2 yrs	HND final level
	S	Mjr or subsid.	*ab init*	5	2 yrs	HND final level

4. ONC *or* OND *or* GCE with at least 1 'A' level pass.

6.i. Oral and written proficiency with orientation towards economics and business studies.
ii. Business and professions, marketing.
iii. Business careers.

(B)

1.i. BA (Hons) and lit. **ii.** Hons/ Non-hons (mainly Hons common syllabus until final year) **iii. Full-time** **iv. 4 yrs**

2. 2 langs to final degree level from: F, G and S.
F and G both post-'A' level, S post-'A' level and *ab init*.
Additional subjects for all students: linguistics (2 yrs), history and appreciation of visual arts (2 yrs).

3.i.		**ii.**	**iii.**	**iv.**	**v.**	**vi.**
	F	Mjr	'A' level	8*	4 yrs	Hons/Non-hons
	G	Mjr	'A' level	8*	4 yrs	Hons/Non-hons
	S	Mjr	'A' level *or* *ab init*	8*	4 yrs	Hons/Non-hons
	Linguistics	Mnr		2	2 yrs	
	History and Appreciation of visual arts	Mnr		2	2 yrs	

*These are maxima. The total number of hrs in each subject varies slightly according to the proportion of lit. chosen from each lang.

4. 2 'A' levels + 3 'O' levels *or* 3 'A' levels + 1 'O' level.

5.i. The course includes obligatory study/work abroad.
ii. Yr 3 spent abroad. Normally 1 half-yr in each of the 2 relevant countries, *either* as assistants in schools *or* on an appropriate academic course.
iii. Students will be visited by tutors and contact will be maintained by correspondence, especially with regard to written project.

6.i. Linguistic proficiency, wide study of lit. of 18th, 19th and 20th centuries. Familiarity with life and institutions of relevant countries.
iii. Teaching.

(C)

1.i.	**BA Law**			ii. Hons	iii. Full-time	iv. 3 yrs
2.	F *or* G over all 3 yrs as an option.					
3.i.	F	ii. Subsid.	iii. 'A' level	iv. 5	v. 3 yrs	vi. Final degree component
	G	Subsid.	'A' level	5	3 yrs	Final degree component

4. Basic degree entrance requirements. Students offering a lang. must have an 'A' level pass in that lang.

5.i. The course includes optional study/work abroad.
ii. Students are encouraged to attend vacation courses in the relevant country.

6.i Written and oral proficiency with emphasis in the 'legal' lang. register.
ii. Preparation for careers as Common Market lawyers.

(A)

1.i. **Modern E studies CNAA** ii. Hons iii. Full-time iv. 3 yrs

2. E mjr study, ⅔ of degree.
Options—mnr studies, ⅓ of degree but at Hons level—F, G, philosophy, linguistics.

3.i. F / G ii. Mnr study. ⅓ of total time but at same academic level as mjr iii. 'A' level, consideration of good 'O' level iv. 2 v. 3 yrs vi. Hons

4. 4 GCE passes including 3 at 'A' level *or* 5 GCE passes including 2 at 'A' level.

5.i. Obligatory period of study/work abroad.
ii. 1 summer vacation in France or Germany. 1 summer course in F or G university *or* employment *or* residence with a family.
iii. Students are visited by a member of lang. staff.

6.i. 19th and 20th century F or G lit. and lang. A dissertation in exam on non-literary topic written in F or G.
iii. Marketing, public relations, civil service.

(B)

1.i. **BA Humanities CNAA** ii. Hons/ Non-hons iii. Full-time iv. 3 yrs, but 4 yrs for lang. students

2. F and/or G with lit. and/or institutions.
Lang. study integrated with study of lit. and/or institutions.

3.i. F / G ii. Mjr iii. 'A' level but consideration given to good 'O' level iv. 2 v. 4 yrs (3rd yr abroad) vi. Hons or Non-hons

4. 3 'A' levels and 4 'O' levels *or* 2 'A' levels and 5 'O' levels.

5.i. Obligatory study/work abroad.
ii. 1 yr in F university as an assistant or in employment.
iii. Visited by teaching staff or personnel from the placements unit.

(C)

1.i. **BA Business studies CNAA** ii. Hons iii. Sandwich iv. 4 yrs

2. Yr 1: 6 *level 1* modules from economics, accountancy, quantitative methods ie interdisciplinary studies, sociology, psychology, E law.
Yr 2: Interdisciplinary studies + 4 *level 2* modules from economics, accountancy, quantitative methods, business studies, sociology, psychology + additional *level 1* module in F or G.
Yr 3: Practical training in business.
Yr 4: 4 areas of specialisation from economics, accountancy, management studies, marketing, public admin.

3.i. F *or* G ii. Subsid. iii. 'O' level *or* *ab init* iv. 3 to 4 v. 1 *or* 2 yrs vi. Sound working knowledge

4. 5 GCE passes including 2 at 'A' level *or* 4 GCE passes including 3 at 'A' level *or* OND *or* ONC.

5.i. Obligatory period of study/work abroad.
ii. 1 yr.
iii. College placements bureau visits.

6.i. To give students a working knowledge to enable them to benefit from practical working abroad.
ii. Careers in business.

(D)

1.i. **HND Hotel and catering admin.** iii. Sandwich iv. 3 yrs

2. a. Technical studies: food and beverage operation, accommodation and planning.
b. Related studies: statistics, economics, accounting, admin.
c. General studies: liberal studies + F *or* G *or* S.
d. Optional subjects: tourism, applied science, accounting. Option for yr 3: personnel training.

3.i. F *or* G *or* S ii. Subsid. iii. 'O' level 'A' level *or* *ab init* iv. 3 v. 3 yrs vi. Sound working knowledge

4. 5 GCE passes including 1 at 'A' level. 4 of the subjects, including the 'A' level, must be taken from E lang, E lit, maths, economic history, geography, lang, sociology.

5.i. Optional.
ii. Yrs 1 and 2: Students spend 18 weeks each yr in industry.
Yr 3: An optional period in industry related to project study.
iii. College staff supervision.

6.i. To achieve a working knowledge related to, but not exclusively, the hotel industry.
ii. For employment as hotel and catering managers.
iii. Management in hotels or industrial catering establishments.

(E)

1.i. **Dip. HE** iv. 2 yrs

2. Common foundation course and 2 subjects from F, E, drama, philosophy, communications and others.

3.i.	F	ii. Mjr *or* subsid.	iii. Post-'O' *or* 'A' *Ab init*	iv. 7 5	v. 2 yrs 2 yrs	vi. Diplomates may enter 3rd yr of BA Humanities

4. 2 passes at 'A' level.

5.ii. 2 yrs.
iii. Close tutorial supervision.

6.i. Lang. taught with lit. or institutions modules.
ii. Teaching.

(F)

1.i. **Dip. in European business admin.** iii. Sandwich iv. 4 yrs

2. 1st month of course spent in France on F lang. course. Thereafter F taught throughout course and some lectures and seminars are in F. Other subjects: business and admin. and comparative law in broad European context. Areas of specialisation chosen only after industrial experience. Course divided equally between Middlesex Poly and ESCAE Management centre in Reims, France. 2 yrs are spent at each institution.

3.i.	F	ii. Equal to all other subjects	iii. 'O' level	iv. Initially 1 mth full-time, then 3 to 4 hrs per week	v. 4 yrs	vi. College dip.

4. 5 GCE passes including 2 at 'A' level. Passes in F and maths are essential at 'O' level, and either F or maths at 'A' level.

5.i. Obligatory study/work abroad.
ii. 2 yrs.
iii. College supervised.

6.i. Thorough practical working knowledge integrated with business and admin. and legal studies.
ii. Strongly vocational and leading to careers in European business and civil service organisations.

(A)

1.i. **HND (MLs option)** — **iii.** Full-time — **iv.** 2 yrs

2. 5 subjects: 2 langs to be chosen from F, G, R or S.
3 business studies subjects.

3.i.		**ii.**	**iii.**	**iv.**	**v.**	**vi.**
	F	2 equal	'A' level	2 x 5	2 yrs	1 or 2 yrs
	G	langs	'A' level			post-'A' level
	R		'O' level			
	S		'O' *or*			
			'A' level			

4. 1 'A' level pass (minimum) with 'A' level in ML.

5.i. The course includes optional vacation period of study/work abroad.

6.i. Full range of skills, but marked orientation to business studies.

(B)

1.i. **HND Business studies** — **iii.** Full-time — **iv.** 2 yrs

2. Yr 1: economics, business organisation, interpretation of accounts.
2 from: F, G, R, S.
Yr 2: applied economics, general principles of law.
4 from: office O & M, secretarial + admin. practice, marketing, statistics, F, G, R, S.

3.i.		**ii.**	**iii.**	**iv.**	**v.**	**vi.**
	F	Subsid.	'A' level	5	2 yrs	IOL inter
	G	Subsid.	'A' level	5	2 yrs	2 yrs beyond 'A' level
	R	Subsid.	'O' level	5	2 yrs	1 yr beyond 'A' level
	S	Subsid.	'O' *or* 'A' level	5	2 yrs	1 yr beyond 'A' level *or* as for F and G.

4. 1 'A' level pass, which must be F or G.

5.i. The course includes optional period of study/work abroad.
ii. Summer vacation course (end of yr 1).

6.i. Lang. skills useful in business.
iii. Marketing, translation, general management, civil service.

(C)

1.i.	**BA MLs and economic studies**		ii. Hons/ Non-hons	iii. Full-time	iv. 4 yrs	

2. Choice of 2 langs from F, G, R or S + economics, which includes:
   Economic theory (4 yrs)
   Introduction to quantitative methods (2 yrs)
   Study of 1 foreign economy: France, Germany, Spain, USSR (1 yr)
   Government and study of 1 foreign political system: France, Germany, Spain, USSR (1 yr).

3.i.	F	ii. Lang. 1	iii. 'A' level	iv. 6	v. 4 yrs	vi. Hons or Non-hons
	G	Lang. 1/2	'A' level	6	4 yrs	
	R	Lang. 2	*Ab init*	6	4 yrs	
	S	Lang. 2	*Ab init or* 'A' level	6	4 yrs	

4. 5 GCE passes (2 at 'A' level), 1 of which must be F or G *or*
   4 GCE passes (3 at 'A' level), 1 of which must be F or G *or*
   good OND pass including F and G.
   GCE 'O' level in maths is required.
   Students with alternative qualifications are given consideration.

5.i. The course includes obligatory periods of study/work abroad.
ii. 5½ mths in each of 2 countries whose langs are being studied.
iii. All students are visited once by member of staff while abroad in each country.

6.i. The lang. component involves practice in all skills, with appropriate application to economics.
ii. To give linguists a wider choice of career.
iii. Banking, civil service, commerce, industry, teaching.

(D)

1.i.	**BA Combined studies**	ii. Hons	iii. Full-time	iv. 3 yrs	

2. Environmental studies route
   Creative arts route
   Industrial studies route

3.i.	F	ii. Option	iii. 'O' *or* 'A' level	iv. 5	v. 1, 2 *or* 3 yrs	vi. Depends on entry qualification and duration of course.
	G) R) S)	Option	*Ab init,* 'O' or 'A' level	5	1, 2 *or* 3 yrs	Depends on entry qualification and duration of course.

4. 2 passes at 'A' level for entry to course, but no previous lang. knowledge except where F is the chosen option.

5.i. Not compulsory, but arrangements can be made for study abroad.

6.i. High competence in the chosen lang. applied to the main field of study.

(E)

1.i. **BA Law** — **ii.** Hons/Non-hons — **iii.** Full-time — **iv.** 3 yrs

2. Various legal main subjects and options. In addition students must study during 1st 2 yrs 1 option from: business studies, politics, socio-legal studies, F *or* G.

3.i.		**ii.**	**iii.**	**iv.**	**v.**	**vi.**
	F	Subsid.	'O' level	3	2 yrs	Beyond 'A' level.
	G	Subsid.	*Ab init*	3	2 yrs	'A' level equivalent
				3		

4. 2 'A' levels.

6.i. Concentration on passive skills with slant towards legal terminology.

(F)

1.i. **BA Librarianship** — **ii.** Non-hons — **iii.** Full-time — **iv.** 3 yrs

2. Organisation of knowledge; elements of social structure; education; principles of admin; access to information; data processing.
Choice of 1 of 3 options: FL, library materials in the service of education; development of science and technology.

3.i.		**ii.**	**iii.**	*Yr:*	*1*	*2*	*3*	**v.**
	F *or*	Subsid.	'A' or 'O' level	**iv.** 4	3	3		3 yrs
	G *or*	Subsid.	*Ab init*	4	3	3		3 yrs
	R	Subsid.	*Ab init*	4	3	3		3 yrs

4. 2 'A' levels (any).

6.i. All skills—but in later stages introduction to information retrieval, lit. search, specialised translation/summarising.
ii. FLs for the librarian. Project may be slanted towards foreign library provision.
iii. Libraries. Information service.

(G)

1.i. **Secretarial linguists dip. (post-grad.)** — **iii.** Full-time — **iv.** 1 yr
Secretarial linguists cert. (post-'A' level)

2. *Dip:* shorthand (including F shorthand); typing; secretarial and office practice; business organisation; F *or* G *or* S.
Cert: secretarial subjects as for dip, but main and subsid. lang. selected from F, G, S.

3. *Dip.*

i.		**ii.**	**iii.**	**iv.**	**v.**	**vi.**
	F	Mjr	Degree level	6	1 yr	Intensive business
	G	Mjr	Degree level	6	1 yr	lang. course
	S	Mjr	Degree level	6	1 yr	
	Cert.					
	F	Mjr	'A' *or* 'O' level	5/2	1 yr	Intensive business
	G	*or*	'A' *or ab init*	5/2	1 yr	lang. course
	S	Subsid.	'O' *or ab init*	5/2	1 yr	

4. *Dip:* degree or equivalent.
Cert: 1 'A' level.

6.i. All skills with business application.
ii. Secretarial/business.
iii. Secretaries at home and abroad. (The latter at very high salaries for dip. students).

1.i. **BA Humanities** ii. Hons iii. Full-time iv. 4 yrs

2. Single Hons degree courses in F and G, and Joint Hons degree components in F, G and S. 2 of these lang. components may be read in combination or 1 of them may be studied in conjunction with classical civilisation, E, history or philosophy.

3.i.

	ii.	iii.	iv.	v.	vi.
F	Single *or* joint	Post-'A' level	12 *or* 7	4 yrs	Hons degree level
G	Single *or* joint	Post-'A' level	12 *or* 7	4 yrs	Hons degree level
S	Joint	*Ab init,* Post-'O' and 'A' levels	7	4 yrs	Hons degree level

4. GCE (or equivalent) passes in 5 subjects including at least 2 at 'A' level, *or* passes in 4 subjects, including at least 3 at 'A' level. An 'A' level pass is required in the lang. or langs to be studied though applicants may be accepted for the S Joint Hons component without an 'A' level pass in S, in which case they will follow the intensive lang. course.

5.i. The course includes obligatory period of study/work abroad.

ii. Yr 3 is spent abroad under tutorial supervision. Students reading 2 langs. divide Yr 3 between the 2 countries concerned.

iii. 1 visit in the case of a Joint component, 2 in the case of Single Hons.

1.i. **BA Social studies (Modern France)** ii. Hons iii. Sandwich iv. 4 yrs

2. The course is divided into 2 parts.
Part 1: introduces the major disciplines of sociology and economics, develops skills in both written and oral F and provides the student with a background of F geography, history and politics.
Part 2: includes a yr spent in paid employment in France during which material is gathered for a socio-economic project to be presented in the last term of the degree. The final yr is devoted to the study of the sociology and economics of modern France and 2 options, 1 in an area of F thought, and the other from *either* the sociological *or* economic area. F lang. tuition continues throughout the course.

3.i. F ii. Mjr iii. 'A'/'O' level iv. 5 v. Sandwich: 2 + (1) + 1 vi. Hons degree

4. GCE passes including 2 at 'A' level, ie 3 at 'O' level + 2 at 'A' level *or* 3 at 'A' level and 1 at 'O' level. Applicants must possess either 'A' level in F or a very good 'O' level.

5.i. The course includes obligatory period of study and work abroad.
ii. 6 weeks F university summer course on F society in summer vacation in yr 1.
1 yr paid employment during yr 3.
iii. 3 visits per yr by NELP staff. Arrangements with local IUT and faculty.

6.i. The aim of the F lang. course is to ensure that the student reaches a high level of competence in written and spoken F so that he is able to read with facility the F texts relating to his course and also to derive the maximum benefit from his period of employment in France.

(A)

1.i. **BA Modern studies** ii. Hons iii. Full-time iv. 3 yrs (4 yrs if lang. taken to Hons level)

2. Part 1: (Yr 1) Any 4 from: economics, F*, G*, geography, history, international relations, politics, sociology.
Part 2: (Yrs 2 and 3) Any 2 from the 4 subjects of Part 1.

*Only 1 lang. may be taken.

3.i. F *or* G ii. Mjr iii. 'A' level iv. Part 1: 4 Part 2: 6 v. 1 yr *or* 4 yrs vi. Hons degree

4. 'A' level in the relevant lang. All other subjects may be taken *ab init.*

5.i. The course includes obligatory period of study/work abroad.
ii. 1 academic yr at a college or university.
iii. Staff visits from North Staffordshire.

6.i. Lang. competence and fluency; knowledge of development of ideas in relevant country via study of modern lit; knowledge of political and social development via study of the country since 1918.

(B)

1.i. **BA Business studies** ii. Hons/ Non-hons iii. Full-time iv. 4 yrs

2. Normal business studies options + F *or* G *or* S.

3.i. F G S ii. Subsid iii. *Ab init or* 'O' level iv. 2 v. 4 yrs vi. 'A' level or 'O' level for *ab init*

4. No specific lang. requirements.

6.i. To progress students as far as possible in comprehension and expression.
To teach commercial terminology and business correspondence.
iii. Private and public employment.

(C)

1.i. **BA Geography** ii. Hons iii. Full-time iv. 3 yrs

2. Yr 1: geography + 2 from: F (from 'O' level); politics; sociology; economics; international relations.
Yr 2: geography + 1 ancillary from the 2 taken in Yr 1.
Yr 3: geography only.

3.i. F ii. Subsid iii. 'O' level iv. 3 v. 2 yrs vi. Good reading knowledge

4. Usual for CNAA degree courses.

6.i. To take students to a high standard of reading knowledge. Some oral/aural work is included in the course.
ii. If F is taken then the vocational openings are somewhat widened.

(A)

1.i. **HND Hotel and catering management** — iii. Sandwich — iv. 3 yrs

2. 9 term course with terms 3 and 4 spent in industry.
In addition to practical work (kitchen, larder, restaurant)—accounts, science, economics, theoretical treatment of practical subjects, E, general studies and langs.

3.i.	Catering F	ii. Mjr	iii. All abilities (4 homogeneous groups)	iv. 1	v. 7 terms	vi. Not defined
	S *or* G	Subsid.		1	2 terms	Not defined

4. 1 'A' level pass + 5 'O' levels (males) *or*
2 'A' level passes + 5 'O' levels (females), which must include maths and E.

5.i. The course includes optional work abroad.
ii. 2 terms in industry (France/Switzerland). (Going abroad is exceptional.)
iii. Catering staff act as tutors and visit students at least once.

6.i. To give students a knowledge of specialist vocabulary and structures of catering industry. To teach specialist skills (business correspondence etc).
ii. Staff competent in this special field required. Not much opportunity for oral work. Need to teach catering F to help level out differences of ability.
iii. Hotel and restaurant management.

(B)

1.i. **BA or BSc modular degree** — ii. Hons/Non-hons — iii. Full-time — iv. 4 yrs

2. The modular structure allows the student on the Oxford Polytechnic BA or BSc modular degree (CNAA) to read F lit. and G lit. together, or F lang. and contemporary studies and G lang. and contemporary studies together, or any 1 of these lang. fields with 1 of the following: anthropology, biology, education, E lit, food and nutrition, geography, geology, history, history of art, mathematical and computer studies, physical sciences, psychology. The student can either concentrate on his 2 main fields, or if he wishes spend up to a quarter of his time taking modules from other fields, gaining appropriate credit.

3.i.	F	iii. 'A' level	iv. 6 to 12	v. 4 yrs	vi. Hons degree
	G	'A' level	6 to 12	4 yrs	Hons degree
	I	*Ab init*	3	1 yr	Simple oral and written skills

4. For course: 5 GCE passes, 2 at 'A' level *or* 4 GCE passes, 3 at 'A' level.
For F/G fields: 'A' level or linguistic equivalent.

5.i. The course includes obligatory periods of study/work abroad.
ii. Compulsory yr spent in France/Germany or Austria, either as E assistant in school or as student at a university or other institution with which the Polytechnic has links (Poitiers, Graz, Ludwigsburg). F and G students spend 6 mths in each country. Student works on dissertation.
iii. Member of Poitiers or Graz university staff acts as personal tutor/liaison officer.
Member of staff of Oxford Polytechnic visits twice during yr to consider personal problems and academic progress.

6.i. Each yr of the course contains a 3-term lang. module, aimed at developing students' ability to use spoken and written lang. Each of these is available to any student with the requisite starting knowledge of the lang.

(C)

1.i. **Dip. in lang. studies** ii. Hons degree equivalent iii. Full-time iv. 3 yrs

2. Students take either 2 mains langs and 1 subsid *or* 1 main lang. and 2 subsids, depending on their 'A' level qualifications. Yr 3 of the course combines further study of 1 main lang. with a secretarial course provided by the Oxford College of Further Education. Instead of secretarial training students may opt for the further study of a 2nd main lang. or a subsid. Main langs offered are: F, G, S and I. Subsid langs offered are: S, I and R and S *ab init.*

3.i.	ii.	iii.	iv.	v.	vi.
F, G, S, I	Mjr	'A' level	7	3 yrs	IOL final dip. Polytechnic dip. in lang. studies.
G, S, I, R	Subsid.	*Ab init*	6	2 yrs	IOL grade 2 (grade 1 for R)

4. GCE 'O' level in E lang. and at least 3 other subjects, together with 2 good 'A' level passes, at least 1 of which must be a good grade in F, G, S or I.

5.i. The course includes obligatory periods of study/work abroad.

ii. All students are required to spend at least 6 weeks in the country whose lang. is the main lang. of the student's course (or 2 periods of at least 4 weeks in the case of students with 2 main langs.) This time must be spent *either* living with a family approved by the Oxford Polytechnic *or* on an approved course at a foreign institute of higher education.

6.i. The lang. work, designed to develop a high level of both oral and written competence, involves a study of various aspects of the political, economic, social and cultural life of the countries concerned, together with an introduction to commercial practice.

ii. Optional secretarial course in the 3rd yr consisting of shorthand in E and the FL and typewriting.

iii. Banking, publishing, tourism, international organisations, lang. teaching etc.

(A)

1.i.	**HND Business studies (lang. option)**	ii. Pass degree equivalent	iii. Full-time or Sandwich	iv. 2 or 3 yrs including 1 yr industrial training	

2. Yr 1: economics; accounting; behavioural science; law; quantitative methods; langs.
Yr 2: economics; lang. 1; lang. 2; marketing; organisation theory; project.

3.i.	F and G *or* S	ii. Joint	iii. 'A' level to *ab init*	iv. 4 hrs each	v. 34 weeks	vi. HND

4. 1 GCE 'A' level in F, G or S, *or* equivalent.

5.i. Minimum of 1 mth during summer vacation at end of Yr 1.
ii. 1 mth at university or comparable institute—lang. instruction, lectures on business set-up of country, visits to firms, etc.
iii. Collaboration between Preston and member of staff of host institute who supervises Preston students.

6.i. Translation, essay, summary, letter and report writing, aural comprehension, oral work with emphasis on a business/economic lang. register.
ii. To train students to work in a business situation at home and abroad.
iii. Business and commerce at home and abroad.

(B)

1.i.	**IOL final dip.**	ii. Pass	iii. Part-time day or evening	iv. 4 yrs but direct entry possible into any yr.	

2. Yrs 1 and 2: Syllabus for IOL inter dip.
Yrs 3 and 4: Sullabus for IOL final dip.

3.i.	F G I R S	ii. 1 mjr from any of these	iii. 'A' level minimum in 1 of these these	iv. 4	v. 34 weeks	vi. IOL final dip.

4. 1 'A' level or equivalent in F, G, I, R, S.

5.i. Students are encouraged to spend a period of time abroad during course vacations.

6.i. Prepared talk, interpreting, essay, précis, translation, knowledge of country, special subject.
ii. Designed for employment as translators or interpreters.
iii. Posts in industry or commerce at home and abroad, teaching in schools, colleges or polytechnics.

(C)

1.i. **Bilingual secretary dip.** ii. Post-grad. iii. Full-time iv. 1 yr of 34 weeks

2. Lang. 1; lang. 2 *or* economics; shorthand; typewriting; secretarial practice; office admin; tutorial.

3.i. F and G *or* S ii. Joint iii. Degree to *ab init* iv. 5 hrs each v. 34 weeks vi. RSA bilingual secretary dip. depending on level of entry. Polytechnic diploma.

4. A degree in any discipline with a minimum qualification of an 'O' level pass in F, G or S, *or* equivalent.

6.i. Translation, essay, summary, letter and report writing, aural, comprehension, oral work with emphasis on business/economic lang. register.

ii. To train graduates to be top secretaries or personal assistants, either bilingual or with a good knowledge of two langs.

iii. FO, BBC, export department, high grade secretaries and personal assistants at home and abroad.

(D)

1.i. **Bilingual secretary dip.** ii. Post-'A' level iii. Full-time iv. 2 yrs of 34 weeks per yr.

2. Yr 1: Lang. 1; lang. 2; shorthand; typewriting; secretarial practice; (2 terms) principles of accounts; contemporary European Institutions; tutorials.
Yr 2: Lang. 1; lang. 2; shorthand; typewriting; economics; communications; (3 terms) office admin.

3.i. F and G *or* S ii. Joint iii. 'A' level for 1, *ab init* to 'A' level for 2nd iv. 5 hrs each v. 2 yrs each vi. RSA bilingual secretary dip. or below, depending on level of entry. Polytechnic dip.

4. 2 GCE 'A' level passes or equivalent, 1 of which must be F, G *or* S.

5.i. Summer term of Yr 1.

ii. 12 weeks at university or comparable institutes– lang. instruction, lectures on business set up of country, visits to firms etc.

iii. Collaboration between Preston and member of staff at host institute who supervises Preston students.

6.i. Translation, essay, summary, letter and report writing, aural comprehension, oral work with emphasis on a business/economic lang. register.

ii. To train students as bilingual secretaries or personal assistants at home and abroad.

iii. FO, BBC, export department, high grade secretaries and personal assistants at home and abroad.

1.i. **HND Catering and hotelkeeping** ii. Sub-degree iii. Full-time iv. 3 yrs

2.

Yr 1:	Business studies 1	234 hrs
	Applied science 1	146 hrs
	Food and beverage operations 1	290 hrs
	Design studies (Basic course); General studies 1;) Design studies 1 *or* F1)	175 hrs
Yr 2:	Business studies 2	154 hrs
	Management studies 1	80 hrs
	Applied science 2	134 hrs
	Food and beverage operations 1	184 hrs
	Admin. of house services 1	54 hrs
	General studies 2; F2 *or* Design studies 2	134 hrs
Yr 3:	Business studies 3	168 hrs
	Management studies 2	124 hrs
	Applied science 3	56 hrs
	Food and beverage operations 3	140 hrs
	Admin. of house services 2	185 hrs
	General studies 3; F3 *or* Design studies 3	112 hrs

3.i. F ii. Subsid. iii. Varied v. Optional during 3 yrs

4. Minimum: 2 higher grade passes, and 3 ordinary passes.

6.i. To understand simple colloquial lang. as spoken normally by a native of the country. To converse with a reasonable degree of fluency on everyday subjects and on topics relevant to the business. To develop the student's ability to understand spoken F. The lang. is used as much as possible as in the various departments of an hotel, eg bar, reception and restaurant.

ii. Necessary because of expansion of British hotel groups in the EEC.

iii. Hotel management.

(A)

1.i. **HND Business studies (tourism option)** iii. Full-time iv. 2 yrs

2. Yr 1: 1 or 2 from F, G, I, S + economics, law, accountancy, mathematics and statistics + 1 from politics, sociology (for students taking 1 lang.)
Yr 2: 1 or 2 from F, G, I, S + economics of tourism, tourism organisation, the tourism market, the environment, (non-examined subject) + European institutions (for students taking 1 lang.) + extended essay relating to 1 or more subjects.

3.i.		ii.	iii.	iv.	v.	vi.
	F	Mjr)	Post-'O' *or*	5	2 yrs	HND level
	G	Mjr)	Post-'A'	5	2 yrs	
	I	Mjr)	level	5	2 yrs	
	S	Mjr)		5	2 yrs	

4. 1 'A' level pass in a relevant subject.

6.i. To give students an advanced knowledge of langs within the framework of tourism, economics and background studies.
ii. Students should be able to take jobs in the tourist industry.
iii. Tourist industry.

(B)

1.i. **HND Business studies (lang. and marketing option)** iii. Full-time iv. 2 yrs

2. Yr 1: 2 from F, G, S, I + economics, law, accountancy, mathematics and statistics.
Yr 2: 2 from F, G, S, I + marketing, economics of European industry, European institutions and (as non-examined subject) the environment + extended essay relating to 1 or more subjects.

3.i.		ii.	iii.	iv.	v.	vi.
	F	Mjr)	Post-'O' *or*	5	2 yrs	HND level
	G	Mjr)	Post-'A'			
	I	Mjr)	level			
	S	Mjr)				

4. 1 'A' level pass in a relevant subject.

6.i. To give students an advanced knowledge of langs within the framework of business, economics and background studies.
ii. Students should be able to take jobs in business related to exports.
iii. Jobs in business and commerce related to exports.

(C)

1.i. BA MLs with political studies ii. Hons/ Non-hons iii. Full-time iv. 4 yrs

2. F *or* G post-'A' level + G, I *or* S (as appropriate) *ab init.* 2 end-on 6 mth integral placements (covering terms 5 to 8) in (a) country of *ab init* lang. (b) country of post-'A' level lang.
Structure: Part 1 (terms 1 to 4): Lang. studies: terminology and concepts of political studies—area political studies (of each lang. area); W. European history; history 1789; lang studies + comparative political institutions + political ideologies (both Europe and area related) + (Hons only) 1 W. European political studies option + dissertation (in either lang.) relating to this option.

3.i.	ii.	iii.	iv.	v.	vi.
F	Mjr	Post-'A' level	4 (terms 1 & 2)	4 yrs	Hons or Non-hons according to Part 3 structure chosen by student.
G	Mjr	Post-'A' level	5 (terms 3 & 4)		
			4 (terms 9 & 12)		
G	Mjr	*Ab init*+	7 (terms 1 & 2)		
I*	Mjr	*Ab init*+	6 (terms 3 & 4)		
S*	Mjr	*Ab init*+	4 (terms 9 & 12)		

*It may be possible for these langs to be taken from 'A' level.
+ These langs may be started at an intermediate level.

4. Normally: *either* 2 'A' level passes + 3 'O' level passes
or 3 'A' level passes + 1 'O' level pass (Grade 1 CSE = 'O' level pass).
There must be an 'A' level pass in the proposed post-'A' level lang.

5. i. Obligatory.
ii. 6 mths in each lang. area attending specially arranged courses in lang and political studies + preparation of extended essay.
iii. Mid-way in each period by staff from Polytechnic's departments of: (a) MLs (b) Political studies.

6.i. In each case to give students the opportunity to acquire a high level of linguistic proficiency within the intellectual and cultural framework created by W. European studies.
ii. The course is intended to provide a flexible and adaptable base. Appropriate post-grad. study could open the way to careers in international organisations, as a career linguist, in industry or in education.

1.i. **BA MLs with international studies** (subject to CNAA approval) ii. Hons/ Non-hons iii. Full-time iv. 4 yrs

2. 2 mjr langs (1 post-'A' from F or G) + 1 normally *ab init* (from G or S). In disciplinary terms the course is based on economics and politics complemented by history. In the final part (terms 9 to 12) students opt for a specialisation in international politics *or* economics. For Hons students this is reflected in a special subject in 1 lang. International studies Hons options are also available in (i) European integration (2) international business (3) Europe and the Third World.

3.i.		ii.	iii.	*Average* iv.	v.	vi.
	F	Mjr	Post-'A'	4	4 yrs	Hons *or*
	G	Mjr	Post-'A'	4	4 yrs	Non-hons
	G	Mjr	Post-'O'	5	4 yrs	
	G	Mjr	*Ab init*	5	4 yrs	
	S	Mjr	Post-'A'	4	4 yrs	
	S	Mjr	Post-'O'	5	4 yrs	
	S	Mjr	*Ab init*	5	4 yrs	

4. 2 passes at 'A' level and 3 at 'O' level, including 'A' level pass in proposed post-'A' level lang. *or* 3 passes at 'A' level and 2 at 'O' level including 'A' level pass in proposed post-'A' level lang. *or* other appropriate qualifications.

5.i. Terms 5 to 6 in country of *ab init* lang; terms 7 to 8 in country of post-'A' level lang. at university in Spain, Germany, France as appropriate.

ii. Integrated attachment combining lang/economics/politics.

iii. 2 visits by staff from Polytechnic. Local tutor responsible for all practical aspects of the attachments.

6.i. To produce a linguist whose main field of lang. application is that generated by the study of international political and economic development in relation to W. Europe.

iii. Careers in multinational firms and international organisations.

(A)

1.i. **HND Business studies** iii. Full-time iv. 2 yrs

2. 5 subjects each yr.
Yr 1: economics, statistics, accountancy + (a) marketing and behavioural science; data processing and office organisation *or* (b) 2 langs from F, G, R *or* (c) 1 lang. + marketing.
Yr 2: economics, law + (a) marketing, advertising, management studies *or* (b) data processing, accountancy *or* (c) 2 langs + marketing/accountancy *or* (d) 1 lang. + marketing and advertising.

3.i.		ii.	iii.	iv.	v.	vi.
	F	Mjr	'A' level	4	2 yrs)	Approx. 1st yr
	G	Mjr	'A' level	4	2 yrs)	university level
	R	Mjr	'A' level	4	2 yrs)	
	R	Subsid.	'O' level	4	2 yrs	'A' level

4. 1 'A' level pass *or* ONC/OND business studies.
F/G 'A' level, if taking options.
R 'O' level, if taking option.

6.i. Geared towards practical use: contemporary France, Germany or Soviet Union area of study.
ii. Hotel management, teaching (abroad), Board of Trade, industrial management trainees.

(B)

1.i. **BA Combined studies (Arts)** ii. Hons/Non-hons iii. Combined iv. 4 yrs with mjr langs 3 yrs without

2. Mjr or subsid: F, G, geography, history, philosophy, politics, principles of religion, psychology, sociology.
Subsid. only economics, lit. in translation, advanced G comprehension, advanced F comprehension, R reading knowledge
Yr 1: 3 disciplines
Yr 2-3/4: 2 mjr disciplines and an area of study chosen from: lit. and society, American studies, local regional studies, perspectives in human nature, urban studies, Victorian studies, war studies.

3.i.		ii.	iii.	iv.	v.	vi.
	F	Mjr	'A' level	6	4 yrs	Hons/Non-hons
	G	Mjr	'A' level	6	4 yrs	Hons/Non-hons
	R	Subsid.	*Ab init*	3	3 yrs	Reading ability
	F (comprehension)	Subsid.	'O' level	3	2 yrs)))	Reading and oral, aural comprehension
	G (comprehension)	Subsid.	'O' level	3	2 yrs)))	

4. F/G mjr—'A' level
F/G subsid—'O' level
F/G subsid—'A' level if an odd module is taken from the mjr programme
R subsid—no entry qualification

5.i. Yr 3 spent at University of Poitiers or Munich, or a semester in each if 2 langs are combined.
ii. France: 1 academic yr, full-time students. 3 *unités de valeur,* 1 of which must relate to contemporary French.
Germany: 1 academic year, *ordentliche studierende.* Lang. and lit, history, politics.
iii. 3 visits by members of our staff. Help and guidance also offered by our foreign colleagues.

6.i. Maximum contact with spoken and written lang. Progression from a basically mono-lingual to a more bilingual approach to learning after students return from abroad, ie from exposure to the target language to the search for cross-cultural equivalents.
ii. Teaching.

60

(A)

1.i. **BA (Humanities)** ii. Hons iii. Full-time iv. 3 yrs

2. For mainstream course (3 yrs):
Select at end of yr 1: 1 from history, politics, lit.
For additional course (2 yrs):
History of science/technology + *either* a lang. *or* sociology.

3.i.	ii.	iii.	iv.	v.	vi.
F G R	Subsid Subsid) Subsid)	'O' *or* 'A' level *Ab init*, 'O' *or* 'A' level	3 to 5 depending on entry qualification	2 yrs	Dependent on entry qualification

4. No specific lang. entry qualifications.

6.i. To give good reading knowledge and some insight into F/G/R aspects of mainstream discipline.

(B)

1.i. **Dip. in European management studies (DMS)** ii. Post-grad. iii. Full-time iv. 1 yr

2. End of September to end of January at Teesside; mid-February to mid-May at college and work placement abroad, undertaking project. Study based on management, marketing and 1 FL.
FL may be taken *either* from graduate level *or* from approx. 'O' level; if from 'O' level course involves heavy concentration of lang. work and less of eg law.
Langs available: F/G.

3.i.	ii.	iii.	iv.	v.	vi.
F G	Mjr) Mjr)	Post-grad. *or* 'O' level	3 *or* 7	1 yr	*At least* HND final *At least* HND final

4. A degree *or* equivalent *or* at least 5 yrs management experience.

5.i. The course includes obligatory study/work abroad.
ii. 10 to 12 weeks—1 mth in foreign college, rest undertaking work placement/project.
iii. 1 visit by Teesside staff + supervision on regular basis by staff of F/G college.

6.i. To achieve competence in business/marketing use of FL.
ii. Directly vocational—international marketing and management.
iii. Managers for international companies, eg in France, South Africa.

(C)

1.i. **Private secretary's dip.** iii. Full-time iv. 1 yr

2. Study shorthand, typewriting, business studies and either 1 or 2 langs.

3.i.	ii.	iii.	iv.	v.	vi.
F G R S	Mjr Mjr Subsid. Subsid.	'A' level 'A' or 'O' level *Ab init* *Ab init*	3 to 5	1 yr	Post-'A' level (RSA secretary-linguist cert.)

4. Normally 'A' level for mjr lang.

6.i. Competence in secretarial/business use of lang.
ii. Secretary/personal assistant.
iii. Secretary in international firms.

1.i. **International marketing** ii. Hons iii. Sandwich iv. 4 yrs

2. Part 1: Marketing studies (economics, principles of financial control, statistics/maths, behavioural studies, marketing/market research, law) (5 terms) + FL (lang, background studies, economic life, business practice and correspondence).
Part 2: Marketing studies (economics, international marketing law, international financial control, marketing/market research + *either* quantitative aspects of marketing *or* advertising and consumer behaviour) + FL (translation, précis writing, social/political studies, economic/marketing studies) (4 terms).

3.i. F *or* G *or* S ii. Mjr iii. 'A' level *or* equivalent iv. Yrs 1 and 2: 5 Yr 4: 4 + optional tape library video-tape sessions v. 3 yrs vi. The ability to express himself fluently and accurately in business and social contexts, orally or in writing, combined with a knowledge and understanding of the political, economic and cultural life of the country.

5. 5 GCE passes, including:
i) E and mathematics at 'O' or 'A' level.
ii) 2 'A' level passes which must include 1 FL from F, G, S or equivalent.

5.i. The course includes obligatory work abroad.
ii. 1 yr; work placement; usually in marketing/market research/export sales departments or similar; up to 3 mths may be spent in England (if firm is based in England) on product familiarisation before going overseas. Most students spend entire yr abroad, however.
iii. Regular visits (2 or 3 per yr) by lang. and marketing staff. Monthly report from student in FL is required, and returned corrected.

6.i. See 2 and 3 above.
ii. Immediate entry into business careers on completion.
iii. Sales executive; assistant to marketing director; product manager; account manager (market research).
A number of students are in jobs overseas.

1.i. **Full-time dip. and bilingual course in tourism and business studies** iii. Full-time iv. 2 yrs

2. Normally the main langs are F, G, S with I and R also offered. 2 langs are studied. The winter term of yr 2 is spent abroad—France/Belgium and/or Germany/Spain, working and observing in European companies or studying. Students may also study the following options: economics, marketing, transport, travel and tourism.

3.i. F) G) S) R) I) ii. Mjr *or* subsid. iii. Post-'A' for mjr Post-'O' for subsid. iv. 8 for each lang. v. 2 yrs vi. IOL final exam

4. Entrance is normally restricted to those persons having GCE 'A' level *or* a similar qualification in 1 or 2 langs from F, G, R, S.

5.i. The course includes obligatory study/work abroad.
ii. 1 term + summer vacation.
iii. Staff visit the students during their 'stage' and regular contact is maintained with a foreign manager or course tutor—the latter is responsible for them and makes appropriate contacts.

6.i. To provide academic and vocational training for linguists in industry. Social, political, economic and regional studies + the general background to contemporary business life and organisation.
ii. Marketing, sales training, travel and tourism, transport.
iii. Personal secretary; exhibitions organiser; translator; export representative; overseas travel organiser; transport representative; shipping representative; NATO/UNESCO/Council of Europe ports; abstractors.

(A)

1.i. **BA Humanities** iii. Full-time iv. 3 yrs

2. Yrs 1 and 2: 3 subjects
Yr 3: 2 subjects
Subjects available: F, E, history, geography, behaviour and belief, individual and society, music, a range of 1-yr complementary studies.

3.i. F ii. Mjr iii. 'A' level iv. 5 v. 3 yrs + time abroad 1 or 2 yrs vi. Degree/subsid.

4. 2 'A' level passes including the lang. for lang. students.

5.i. Obligatory 1 yr abroad.
iii. Visits to students while studying or teaching abroad.

6.i. Lang. components are a main part of Combined studies degrees.
ii. General managerial posts, teaching.

(B)

1.i. **BEd** ii. Hons/Non-hons iii. Full-time iv. 3 to 4 yrs

2. Ordinary degree: Education main subject, professional studies (3 yrs)
Hons degree Education main subject, professional studies (4 yrs)

3.i. F ii. Mjr iii. 'A' level iv. 5 v. 1 to 3 yrs vi. Degree/subsid.

4. 2 'A' level passes including the lang. for lang. students.

5.i. Obligatory 1 yr abroad for BEd students training for middle and secondary schools.
ii. Visits to students while studying or teaching abroad.

6.i. Lang. is a main academic subject for a teaching qualification.
iii. Teaching.

(C)

1.i. **BSc Electrical and electronic engineering** — iii. Thick Sandwich — iv. 3 yrs

2. Electrical and electronic engineering with F *or* G.

3.i.	ii.	iii.	iv.	v.	vi.
F) G)	Subsid.	'O' level	2 to 3 hrs and 10 hrs for 8 weeks	3 yrs	Not defined

4. 2 'A' level passes, appropriate to electrical engineering course.
No specific lang. requirement, normally 'O' level.

6.i. Lang. is specifically designed to enable students to work abroad and to cope with technological material.
iii. Research and development engineering.

(D)

1.i. **BA Modern European studies** — iii. Full-time — iv. 3 yrs

2. Yr 1: 3 subjects, 1 subsid. and 'The idea of Europe'.
Yr 2: 2 subjects and 'The idea of Europe'.
Yr 3: 2 subjects.
Subjects available: history, geography, E, F, G, politics.

3.i.	ii.	iii.	iv.	v.	vi.
F	Mjr	'A' level	approx. 5	3 yrs	Degree
G	Mjr	'A' level	approx. 5	3 yrs	Subsid.

4. 2 'A' level passes, including the lang. for lang. students.

5.i. Obligatory 3 mths abroad for main lang. students.
ii. Usually a summer course. Summer courses, assistantships, exchanges are used.
iii. Visits to students while studying or teaching abroad.

6.i. Lang. components are a main part of Combined studies degrees.
iii. General managerial posts, teaching.

(A)

1.i. **BA Combined humanities** — ii. Hons/ Non-hons — iii. Full-time — iv. 3/4 yrs

2. Either 1 *or* 2 subjects at mjr *or* mnr level from E, F, linguistics, history, politics, philosophy.

3.i. F — ii. Mjr *or* mnr — iii. Post-'A' *or* post-'O' level — iv. 5 to 10 — v. 3/4 yrs — vi. Hons *or* Non-hons

4. 2 'A' levels, normally to include F if it is intended to study F.

5.i. Mjr—1 academic yr; mnr—8 weeks.

ii. Mjr—as assistant, or 1 yr's study on approved university course; mnr—8 weeks on approved vacation course in France.

iii. Students are visited by a member of staff.

6.i. To increase both oral and written skills.

(B)

1.i. **BA Business studies** — ii. Hons/ Non-hons — iii. Sandwich — iv. 4 yrs

2. European studies including F *or* G lang.

3.i. F, G — ii. Subsid. Subsid. — iii. Post-'A' Post-'O' — iv. 2 hrs — v. 2 yrs — vi. Sub-degree

4. 2 'A' levels, including F at 'A' *or* 'O' level.

5.i. Students may spend a work-placement yr abroad.

(C)

1.i. **HND Business studies** — iv. 2 yrs

2. European studies including F *or* G.

3.i. F, G — ii. Subsid. Subsid. — iii. Post-'A' Post-'O' — iv. 2 — v. 2 yrs — vi. Sub-degree

(A)

1.i. **HND Business studies—langs/business specialism** iii. Sandwich iv. 3 yrs

2. The student may take 1 or 2 langs.
Yr 1: economics, lang. 1, lang. 2, business organisation, quantitative methods for business, principles of E law, accounts.
Yr 2: economics, EEC, lang. 1, lang. 2/business specialism, business specialism.
Yr 3: economics, business practice, lang. 1, lang. 2/business specialism, business specialism.

3.i.		ii.	iii.	iv.	v.	vi.
	F	Mjr/mnr	'A' or 'O' level	4	3 yrs	Final exam HND
	G	Mjr/mnr	'O' level	4	3 yrs	Final exam HND

4. As specified by Joint Committee.

5.i. The course includes optional period of work abroad.
ii. Placement with a company during the 2 periods of industrial training.
iii. 1 visit by a tutor during each period of industrial training.

6.i. To give the student a practical command of the lang. for application in the field of commerce and industry and at the same time provide him with background information of the country concerned.
6.iii. Marketing, sales, translating.

(B)

1.i. **HND Electrical engineering** iii. Sandwich iv. 3 yrs

2. Electrical engineering with G, F or S.

3.i.		ii.	iv.	v.	vi.
	G	*Ab init*	3½	3 yrs)	Lang. performance
	S	*Ab init*	3½	3 yrs)	assessment at end
	F	Some previous knowledge	3½	3 yrs)	of course

4. As for any HND in electrical engineering.

5.i. Optional.

6.i. The aim is to develop lang. skills and achieve lang. performance that will be of use in social and professional situations.
ii. The student will be given an insight into the more important aspects of the life and institutions of the country concerned and the lang. study will be related to electrical engineering via tutorial work and the study of specialist texts.

(C)

1.i. **Dip. in langs for industry and commerce** iii. Full-time iv. 1 yr

2. Term 1: 20 hrs per week main lang. (F *or* G)
Term 2: 10 hrs per week main lang.
Term 3: 10 hrs per week subsid lang. (F, G *or* S)

3.i.		ii.	iii.	vi.
	F	Mjr/subsid.	*Ab init*	Appropriate IOL exam
	G	Mjr/subsid.	*Ab init*	
	S	Subsid.	*Ab init*	

4. Degree or HND in any discipline. Personnel in industry and commerce.

5.i. Optional.
ii. Study visit at Easter.

6.i. To provide professionally qualified people with the opportunity to learn to communicate in the FL prior to commencing their career. To enable personnel in industry and commerce to enhance their career prospects by acquiring lang. skills.

(D)

1.i. **Advanced secretarial/linguist course** ii. Hons iii. Full-time iv. 2 yrs

2. Lang: Students may study either 2 main langs or 1 main and 1 subsid lang.
Secretarial training: Typewriting (including audio-typewriting); shorthand; structure of business; office services; communications.

3.i.		ii.	iii.	iv.	v.	vi.
	F	Mjr	'A' level	C	2 yrs	RSA cert/dip.
	G	Mjr	'A' level	6	2 yrs	RSA cert/dip.
	R	Mjr	'A' level	6	2 yrs	RSA cert/dip.
	F	Subsid.	'O' level	5	2 yrs)	Appropriate exams
	G	Subsid.	*Ab init*	5	2 yrs)	of IOL, RSA, and
	S	Subsid.	*Ab init*	5	2 yrs)	C of C

4. GCE 'A' level pass (or equivalent) in F *or* G *or* R.
GCE 'O' level pass (or equivalent) in E lang.

5.i. The course includes optional period of study/work abroad.
ii. A period of up to 3 mths with a company.

6.i. The lang. content of the course is essentially practical and is designed to equip the student with a sound command of the written and spoken word in a business context.

(A)

1.i. **HND Business studies** iii. Full-time *or* sandwich iv. 2 yrs full-time 3 yrs sandwich

2. G, E lit, F, sociology.

3.i. F G ii. Subsid. iii. 'O' level v. 1 yr vi. London C of C inter and final level

4. None for langs.

6.i. Emphasis on oral communication.
ii. Special vocational implications for students taking up positions with firms with overseas subsids and export departments.
iii. Travel firms executives, marketing managers, advertising executives.

(B)

1.i. **BSc Printing and packaging technology** ii. Hons iii. Full-time iv. 4 yrs

2. G offered as an option on the 2nd, 3rd and 4th yr of the course. Alternative to individual or group projects.

3.i. G ii. Subsid iii. *Ab init* in some cases v. 3 yrs vi. London C of C inter and final level

4. None for lang.

5.i. The course includes optional study/work abroad.
ii. Optional in the sense that some students make their own private arrangements to do some study abroad in their *1* long vacation which can be taken in yr 1 or 2 of the course.

6.i. Emphasis is on oral communication.
ii. G has special vocational implications for printing—influence of Entenburg, most printing machines of G origin.
iii. Research and development departments of printing firms.
Teaching and junior management posts. Research for further degrees.

(A)

1.i. BA Humanities — ii. Hons/Non-hons — iii. Full-time — iv. 3/4 yrs

2. Any 2 subjects from E, F, G, S, geography, history.
2 ancillary subjects (1 in each of Yrs 1 and 2) from quantitative method, sociology, psychology, economics, history of science.
Yrs 1 and 2: 2 main subjects equally, and 1 ancillary subject per yr.
Yr 3: 2 main subjects equally or in proportion 2:1.
Lang. subjects: lang. and 20th century lit. and society.

3.i.		ii.	iii.	iv.	v.	vi.
F	Mjr	'A' level	4*	3 yrs	Hons degree
G	Mjr	'A' level	4*	3 yrs	Hons degree
S	Mjr	*Ab init or* 'O' level	6/4*	3 yrs	Hons degree

*Hours refer to lang. work only (ie not including lit.)

4. Normal CNAA: 'A' level in subjects to be studied (except for S).

5.i. Obligatory study/work abroad.
ii. 1 x 1 yr (if taking 1 lang.)
2 x 5 mths (if taking 2 langs) —study or assistant for yr 2 of course.
iii. Correspondence and 1 tutorial visit in each placing.

6.i. High level of competence in the main skills—practice of all mjr skills, wide range of styles and registers.
iii. Teaching, civil service, librarianship, careers officers.

(B)

1.i. BA European studies — ii. Hons/Non-hons — iii. Full-time — iv. 4 yrs

2. 1 lang. from: F, G, R, S.
Combines within the European context the study of 3 main disciplines in the social sciences—economics, history and politics—together with related subjects of European thought, sociology, international relations.
Division between Hons and Non-hons after yr 3.

3.i.		ii.	iii.	iv. *Yr: 1 2 4*	v.	vi.
F	Mjr	'A' level	5 5 4	Full course	Hons degree
G	Mjr	'A' level	5 5 4	Full course	Hons degree
G	Mjr	'O' level	7 6 5	Full course	Hons degree
S	Mjr	'A' level	5 5 4	Full course	Hons degree
S	Mjr	*Ab init*/'O' level	7 6 5	Full course	Hons degree
R	Mjr	*Ab init*/'O' level	7 6 5	Full course	Hons degree

4. Normal CNAA. Students who wish to begin the study of a new lang. will normally be expected to have passed 'O' level in a FL.

5.i. Obligatory study/work abroad.
ii. Yr 3 of course—work or study.
iii. Correspondence + at least 1 tutorial visit.

6.i. High level of competence in the main skills—practice of all mjr skills, wide range of styles and registers though some emphasis on political/economic.

(C)

1.i. **BA MLs** ii. Hons/Non-hons iii. Full-time iv. 4 yrs

2. 2 langs from: F, G, R, S.
Studies of the economic and political development of Europe in the 20th century and of individual countries (also Latin America for students of S).
Introduction to linguistics and to a 3rd (related) lang. (D, I, P).
Division between Hons and Non-hons after yr 1.

3.i.		ii.	iii.	iv. *Yr:* 1 2 4	v.	vi.
	F	Mjr	'A' level	5 5 4*	Full course	Hons degree
	G	Mjr	'A' level	5 5 4	Full course	Hons degree
	G	Mjr	'O' level	7 6 5	Full course	Hons degree
	S	Mjr	'A' level	5 5 4	Full course	Hons degree
	S	Mjr	*Ab init*/'O' level	7 6 5	Full course	Hons degree
	R	Mjr	*Ab init*/'O' level	7 6 5	Full course	Hons degree
	D	Subsid.	*Ab init*	2	Year 2 only	approx. 'O' level
	I	Subsid.	*Ab init*	2	Year 2 only	approx. 'O' level
	P	Subsid.	*Ab init*	2	Year 2 only	approx. 'O' level

*Hrs refer to lang. work only

4. Normal CNAA, including at least 1 of F, G, S at 'A' level.

5.i. Obligatory study/work abroad.
ii. 2 x 5 mths—work or study—3rd yr of course.
iii. Correspondence, + 1 tutorial visit in each placing.

6.i. High level of competence in the main skills—practice of all mjr skills, wide range of styles and registers though some emphasis on economic/political.
iii. International banking, teaching, general management, marketing, interpreting, translating/interpreting, tourism, personnel management, librarianship.

(D)

1.i. **Dip. in langs for business (secretarial work)** iii. Full-time iv. 2 yrs

2. 2 langs from F, G, S, R (1 main, 1 subsid)
Secretarial skills (including shorthand in F, G, S)

3.i.		ii.	iii.	iv.	v.	vi.
	F) G) S)	Mjr *or* Subsid	'A' level	Yr 1: 5 Yr 2: 7	2 yrs	RSA dip. for bilingual secretaries (degree level)
	R	Subsid	*Ab init*	Yr 1: 5	2 yrs	approx. 'A' level
	S	Subsid	*Ab init*	Yr 2: 7	2 yrs	approx. 'A' level

4. 5 GCE passes including 2 at 'A' level *or* 4 GCE passes including 3 at 'A' level.
'A' level pass in at least 1 of F, G, S.

5.i. Obligatory study/work abroad.
ii. 3 mths—normally work placing, a few on study courses.
iii. 1 tutorial visit.

6.i. High level of competence in all main lang. skills with particular emphasis on business/commercial application.
ii. Totally vocational: secretarial linguist jobs.
iii. Secretarial linguists—many have reached higher level personal secretary positions and some have moved from secretarial sphere into, eg sales or personnel work.

Section 1: Courses with langs

Letters refer to the langs listed in Section 2.

1. Arts (including humanities, modern studies, etc) BA degrees

Dorset	F
Ealing	FGRS
Hatfield	FGS
Huddersfield	FG
Kingston	F
Lanchester	F
Middlesex	FG
Newcastle upon Tyne	FGRS
North London	FGS
North East London	F
North Staffordshire	FG
Oxford	FGI
Sunderland	FGR
Teesside	FGR
Trent	F
Ulster	F
Wolverhampton	FGS

2a. Business studies. BA degrees

Hatfield	FG
Lanchester	FI
City of London	FGS
Middlesex	FG
North Staffordshire	FGS
Thames	FGS
Ulster	FG

2b. Business studies. HND

Birmingham	FGIPS
Brighton	F
Bristol	FGS
Buckinghamshire	FGS
Huddersfield	F
Leicester	FG
Manchester	FGS
Newcastle upon Tyne	FGRS
Preston	FGS
Sheffield	FGIS
Sunderland	FGR
Ulster	FG
Wales	FG
Watford	FG

See also: 3 Catering and hotel admin.
20a, b, c, d Secretarial studies
21 Textile marketing

3. Catering and hotel admin. HND

Brighton	FI
Bristol	FGS
Middlesex	FGS
Oxford	FGS
Robert Gordon's Institute	F

4. Chemistry. BSc degree with G

Kingston	G

5a. Education. Dip HE

Buckinghamshire	FGS
Middlesex	F

5b. Education. BEd

Brighton	F
Trent	F

6a. Electrical engineering. HND

Wales	FGS

6b. Engineering. BSc degrees

Hatfield	FG
Lanchester	FG
Trent	FG

7. E. BA degree with FL subsid

Middlesex	FG

8a. European business admin. Dip.

Middlesex	F

8b. European studies. BA degree

Ealing	FGRS
Liverpool	FGRS
Trent	FG
Wolverhampton	FGSR

9. Geography. BA degree

North Staffordshire	F

10. HND Business studies

See 2b

11. Hotel and catering admin.

See 3

12. Humanities

See 1

13a. Langs. BA degrees (including Joint Hons, etc)

Bristol	FGS
CCAT	FGIS
PCL	ACFGIRS
Ealing	FGRS
Kingston	FGS
Lanchester	FGIRS
Leeds	FGSPID
Liverpool	FGRS
Manchester	FGS
Newcastle upon Tyne	FGRS
Sheffield	FGIS
South Bank	F*G*S*
Wolverhampton	FDGIPRS

13b. Langs. IOL final diploma

Leicester	FG
Preston	FGSIR
Thurrock	FGIRS

14. Law. BA degrees

Bristol	F
Manchester	FG
Newcastle upon Tyne	FG

15. Librarianship. BA degrees

Birmingham	FGR
Brighton	FGR
Newcastle upon Tyne	FGR

16. Modern studies

See 1

17a. Post-grad. courses. Further study for lang. graduates

Buckinghamshire	FGIS
Ealing	G (part time)
Teesside	FG
Wales	FGS

See also: 20a Secretarial studies (Post-grad.)

17b. Post-grad. courses. *Ab init* courses in new langs.

Ealing	C

18. Printing and packaging technology. BSc degree

Watford	G

19. Science and technology

See 4, 6a and b, 18

20a. Secretarial studies
Post-grad. courses

Bristol	FGPS
Ealing	FGS
Newcastle upon Tyne	FGS
Preston	FGS

20b. Secretarial studies
1 yr post-'A' level

CCAT	FGIS
Ealing	FGS
Newcastle upon Tyne	FGS
Teesside	FGRS

20c. Secretarial studies
2 yr post-'A' level

Bristol	FGS
Buckinghamshire	FGIS
Preston	FGS
Thurrock	FGIRS
Wales	FGRS
Wolverhampton	FGRS

20d. Secretarial studies
3 yr post-'A' level

Birmingham	FGIPRS
Oxford	FGIRS

21. Textile marketing. BA degree

Huddersfield	FG

Section 2: Langs available

Numbers refer to the courses listed in Section 1

A. Arabic

PCL	13a

C. Chinese

PCL	13a
Ealing	17b

D. Dutch

Leeds	13a
Wolverhampton	13a

F. French

Birmingham	2b,15,20d
Brighton	2b, 3 ,5b,15
Bristol	2b,13a,14,20a,20c
Buckinghamshire	2b,5a,17a,20c
CCAT	13a,20b
PCL	13a
Dorset	1
Ealing	1,8b,13a,20a,20b
Hatfield	1,2a,6b
Huddersfield	1,2b ,2l
Kingston	1,13a
Lanchester	1,2a,6b,13a
Leeds	13a

French (contd)

Leicester	2b
City of London	2a
Liverpool	8b,13a
Manchester	2b,13a,14
Middlesex	1,2a,3,5a,7,8a
Newcastle upon Tyne	1,2b,13a,14,15,20a,20b
North London	1
North East London	1
North Staffordshire	1, 2a,9
Oxford	1, 3,20d
Preston	2b,13b,20a,20c
Robert Gordon's Institute	3
Sheffield	2b,13a
South Bank	13a*
Sunderland	1
Teesside	1,17a,20b
Thames	2a
Thurrock	13b,20c
Trent	1,5b,6b,8b
Ulster	1,2a,2b
Wales	2b ,6a, 17a,20c
Watford	2b
Wolverhampton	1,8b,13a,20c

G. German

Birmingham	2b, 15 ,20d
Brighton	15
Bristol	2b,13a,20a,20c
Buckinghamshire	2b,5a,17a,20c
CCAT	13a,20b
PCL	13a
Ealing	1, 8b,13a,17a (part-time) 20a,20b
Hatfield	1,2a,6b
Huddersfield	1,2b, 21
Kingston	4,13a
Lanchester	6b,13a
Leeds	13a
Leicester	2b,13b
Liverpool	8b,13a
City of London	2a
Manchester	2b,13a,14
Middlesex	1,2a,3,7
Newcastle upon Tyne	1,2b,13a,14,15,20a,20b
North London	1
North Staffordshire	1,2a
Oxford	1,3,20d
Preston	2b,13b,20a,20c
Sheffield	2b,13a
South Bank	13a*
Sunderland	1 2b
Teesside	1,17a,20b
Thames	2a
Thurrock	13b,20c
Trent	6b,8b
Ulster	2a,2b
Wales	2b ,6a, 17a,20c
Watford	2b,18
Wolverhampton	1,8b,13a,20c

I. Italian

Birmingham	2b,20d
Brighton	3
Buckinghamshire	17a,20c
CCAT	13a,20b
PCL	13a
Lanchester	2a,13a
Leeds	13a
Oxford	1,20d
Preston	13b
Sheffield	2b,13a
Thurrock	13b,20c
Wolverhampton	13a

P. Portuguese

Birmingham	2b,20d
Bristol	20a
Leeds	13a
Wolverhampton	13a

R. Russian

Birmingham	15,20d
Brighton	15
PCL	13a
Ealing	1,8b,13a
Lanchester	13a
Liverpool	8b,13a
Newcastle upon Tyne	1,2b,13a,15
Oxford	20d
Preston	13b
Sunderland	1,2b
Teesside	1,20b
Thurrock	13b,20c
Wales	20c
Wolverhampton	8b,13a,20c

S. Spanish

Birmingham	2b,20d
Bristol	2b,13a,20a,20c
Buckinghamshire	2b,5a,17a,20c
CCAT	13a,20b
PCL	13a
Ealing	1,8b,13a,20a,20b
Hatfield	1
Kingston	13a
Lanchester	13a
Leeds	13a
Liverpool	8b,13a
City of London	2a
Manchester	2b 13a
Middlesex	3
Newcastle upon Tyne	1,2b,13a,20a,20b
North London	1
North Staffordshire	2a
Oxford	3,20d
Preston	2b,13b,20a,20c
Sheffield	2b,13a
South Bank	13a*
Teesside	20b
Thames	2a
Thurrock	13b,20c
Wales	2b ,3a, 17a,20c
Wolverhampton	1,8b,13a,20c

* *indicates pending approval*

PORTSMOUTH POLYTECHNIC

(A)

1.i. BA F studies CNAA ii. Hons. iii. Full-time iv. 4 yrs

2. This is an area studies degree centred upon the study of the F lang.
Yr 1: Lang., linguistics, economics, politics, geography, lit., history of ideas and history.
Yr 2: Lang., linguistics, and history as core subjects, while students select 2 other disciplines to be continued from the Yr 1.
Yr 3: Spent abroad.
Yr 4: Lang. and *France contemporaine* form the compulsory core of study. 3 from the following options: translation and interpreting, marketing, novel and society, post-war drama, Paris, the Dreyfus affair, dissent in France, European institutions, modern F cinema, 20th century F music, Belgian studies, Canadian studies, history of F art.

3.i. F ii. Mjr iii. 'A' level iv. 5-3 v. 4 yrs vi. Hons degree

4. 5 GCE passes with 2 at 'A' level, *or* 4 GCE passes with 3 at 'A' level.

5.i. Obligatory yr abroad.
ii. Enrolment in *deuxième cycle* (or equivalent) at F university. Students may apply for assistantships in addition to this.
iii. 2 visits by members of staff.

6.i. Written and oral proficiency.
iii. Public service, teaching (both F and E as a FL) at home and abroad, export marketing, banking, accountancy, translating, personnel management, etc. Many have also taken post-grad. MA courses.

(B)

1.i. BA G studies CNAA ii. Hons iii. Full-time iv. 4 yrs

2. An area studies course. Central elements in the 4 yrs are the study of the development of modern Germany, and lang. work.
Yr 1: foundation yr, preparing for studies in the social sciences including economics, and in lit., which are offered as options in yrs 2 to 4.
Provision is made for the study of a 2nd FL.

3.i. G ii. Mjr iii. Post-'A' level iv. Yr 1: 16
Yrs 2 and 3: 14
Yr 4: 12
v. 4 yrs vi. Hons degree

4. 5 GCE passes, including 2 at 'A' level *or* 4 GCE passes including 3 at 'A' level. 1 pass must be in G at 'A' level or at 'O' level (Grade A or B).

5.i. The course includes obligatory study abroad.
ii. In yrs 2 and 3 students spend the G Sommersemester at a university in FRG, and write a project relevant to the area of residence.
iii. Preparatory tutorials; orientation guides. Tutorial visits in both periods. Contact maintained by correspondence.

6.i. The acquisition of a thorough practical and theoretical knowledge of G lang.
iii. Teaching, public service, industry, post-grad study, civil service, translation, banking, secretarial.

(C)

1.i. BA Latin American studies ii. Hons iii. Full-time iv. 4 yrs

2.i. Yr 1: Obligatory courses in lang., history, economics, geography, lit. and sociology.
Yrs 3 and 4: Obligatory courses in lang. and history. Optional courses in economics, geography, lit. and sociology.

3.i. S ii. Integrated with other elements of the course iii. 'A' or 'O' level iv. Yr 1: 5 Yrs 3 and 4: proportional v. 3 yrs vi. Hons degree

4. 2 passes at 'A' level (1 in lang.) *or* 2 passes at 'A' level and 'O' level S *or* 3 passes at 'A' level (1 preferably in S) *or* equivalent qualifications.

5.i. Obligatory 2nd yr abroad.
ii. 1 yr at a Latin-American university.
iii. Bi-annual visits by Polytechnic staff.

6.i. To achieve fluency and unrestricted access to other disciplines.
iii. Business, public service, teaching at home and abroad.

(D)

1.i. BA Literary studies CNAA ii. Hons iii. Full-time iv. 4 yrs

2. This course offers the study of E and F lit, with F lang. and linguistics.
Yr 1: Foundation course in the discipline of literary study.
Yr 2: 19th century lit. in England and France.
Yr 3: Spent abroad.
Yr 4: Classicism and modernism in the 2 cultures are examined.
Overall the course aims at bringing the skills of lang. and linguistics to bear upon the study of lit.

3.i. F ii. Mjr iii. 'A' level iv. 5 - 4 v. 4 yrs vi. Hons degree

4. 5 GCE passes with 2 at 'A' level, *or* 4 GCE passes with 3 at 'A' level.

5.i. Obligatory yr abroad.
ii. Enrolment in *deuxième cycle* (or equivalent) at a F university. In addition students may apply for assistantships.
iii. 2 visits by members of staff.

6.i. Written and oral proficiency.

.../3

(E)

1.i. BA R and Soviet studies ii. Hons iii. Full-time iv. 4 yrs

2. Yr 1: Foundation course: R lang.; Soviet society; economic theory.
Yrs 2, 3 and 4: 3 mjr options from: R lang., R and Soviet lit, Soviet politics and society, social and political thought, Soviet economics, R and Soviet history
+ 1 mnr option from R, F, G, S, business studies, history of R music.
Reading course in R for those not taking the lang. as a mjr or mnr option.

3.i.	ii.	iii.	iv.	v.	vi.
R	Mjr/ Subsid.	*Ab init* 'O' or 'A' level	Yr 1: 9 Yr 1: 3 Yrs 2, 3 and 4: 5-3	4 yrs	Hons degree

4. 2 passes at 'A' level; no specific lang. requirements.

5.i. Obligatory periods of study in USSR.
ii. 2 x 1-mth courses + a proposed 3-mth exchange course in Yr 3.
iii. Member of staff accompanies 1 of the groups.

6.i. To reach a high level of competence in reading and translating skills and oral fluency, with appropriate application to lit., economics, history and politics.
ii. The course structure allows the individual student to select those options which most closely relate to his personal and vocational needs.
iii. Armed forces, industry, banking, teaching, civil service and government organisations, post-grad. study, translating and interpreting.

(F)

1.i. BA S CNAA ii. Hons iii. Full-time iv. 4 yrs

2. Yr 1: S lang., history of Spain, S culture, introduction to linguistics, contemporary Spain.
Yr 2: Abroad (Madrid or Seville)
Yrs 3 and 4: S lang. + either history *or* linguistics and S langs + S lit. + option in F, I, P, art, music, historical or lit. topic, + dissertation on relevant subject.

3.i.	ii.	iii.	iv.	v.	vi.
S	Mjr	'O' or 'A' level	6 - 9	4 yrs	Hons degree
F	Subsid.	'A' level	4 - 5	2 yrs	IOL inter
I/P	Subsid.	*Ab init*	4 - 5	2 yrs	IOL Grade 2

4. 2 passes at 'A' level of which 1 must be a lang., + 3 other GCE passes.

5.i. Compulsory academic yr in Spain.
ii. Flexible combinations of short and long courses, either academic or vocational.
iii. Tutorial supervision by staff of institutions in Spain: 2 visits by Portsmouth Polytechnic staff.

6.i. Fluency in written and oral-aural transactions; content very varied.
ii. Linguistic, commercial and secretarial courses in Yr 2 leading to vocational qualifications.
iii. Employment in a wide variety of public and private enterprises.

A	Arabic
Abbr	Abbr. the beginning
admin	administration
approx	approximately
C	Chinese
C of C	Chamber of Commerce
CEI	Council of Engineering Institution
cert	certificate
CNAA	Council for National Academic Awards
contd	continued
D	Dutch
dip	diploma
E	English
EEC	European Economic Community
exam(s)	examination(s)
F	French
F Lg(s)	foreign language(s)
FO	Foreign Office
FRG	Federal Republic of Germany
G	German
GCE	General Certificate of Education
GDR	German Democratic Republic
HND	Higher National Diploma
Hons	Honours
hr(s)	hour(s)
I	Italian
inter	intermediate
IOL	Institute of Linguists
IUT	Institut Universitaire de Technologie
lang(s)	language(s)
lit	literature
maths	mathematics
mjr	major
ML(s)	modern language(s)
mnr	minor
month(s)	month(s)
NATO	North Atlantic Treaty Organisation
Non-hons	Ordinary, unclassified
OECD	Organisation for European Cooperation and Development
ONC	Ordinary National Certificate
OND	Ordinary National Diploma
P	Portuguese
post-grad.	post-graduate
R	Russian
RSA	Royal Society of Arts
S	Spanish
SA	Study area
subsid.	subsidiary
UNESCO	United Nations Educational, Scientific and Cultural Organisation
W.	West
WHO	World Health Organisation
yr(s)	year(s)

The information contained in this glossary was compiled from answers to questionnaires which were returned by [illegible] during July 1977.